

**Town of Norfolk
Inland Wetlands Commission
Norfolk Town Hall, Bruey Room
Regular Meeting Draft Minutes
November 4, 2024
7:00PM**



Approved Minutes

Commission Members:

Hartley Mead, Chairman	Phil Lovett, Alternate
Myron Kwast	Bill Millard
Jill Chase	Rich Kessin

Stacey M. Sefcik, WEO
Marinell Crippen, Recording Secretary

1. **CALL TO ORDER & ROLL CALL-** All present except for Phil Lovett.
2. **AGENDA REVIEW**
 1. A motion to add to the agenda application #24-012 Drainage & Erosion Control Improvements in the Regulated Area at 42 Tower Hill Road, applicant: Doolittle Moore, LLC to 6A New Business has been made by Bill Millard, seconded by Myron Kwast and approved unanimously.
 2. A motion to add to the agenda application # 24-013 Confucian Study Association Inc., to 6B New Business was made by Bill Millard, seconded by Myron Kwast and approved unanimously.
 3. A motion to add to the agenda application #24-014 9 Shephard Road expansion for additional parking at Meadowbrook Senior Living Facility, applicant Jeff Torrant to 6C New Business was made by Bill Millard, seconded by Myron Kwast and approved unanimously.
3. **APPROVAL OF MINUTES**
 - A. A motion was made to approve the minutes of the September 9, 2024 Regular Meeting by Myron Kwast, seconded by Bill Millard and approved unanimously.
 - B. A motion was made to approve the minutes of the October 7, 2024 Regular Meeting by Bill Millard, seconded by Jill Chase and approved unanimously.
4. **OPPORTUNITY FOR PUBLIC COMMENT.** None
5. **OLD BUSINESS**
 - A. Application #24-009 Construction of Single-Family Dwelling, Septic System, & Driveway in the Upland Review Area at 493 Winchester Road.
Applicant: Daniel Batista
Bill Colby for Colby Engineering spoke about the project. There is no disturbance of wetlands only in the upland review area where the house will be built. TAHD has approved septic system. Silt fence will be installed.
Bill Millard made a motion to approve Application #24-009 Construction of Single-Family Dwelling, Septic System, & Driveway in the Upland Review Area at 493 Winchester Road, seconded by Richard Kessin and approved unanimously.
 - B. Application #24-010 Expansion of Existing Pond & Installation of New Dry Hydrant at 440 Bald Mountain Road.
Applicant: All the Tired Horses Farm, LLC
Todd Parsons with Haley Wood spoke and explained the project. Mr. Parsons said they are proposing an expansion of the pond towards the south. Removal of phragmites will be mechanical and not chemical. The phragmites will go on a tarp and be burned or let to rot and then disposed of. They are planning on doing the phragmites when it is the driest. Dry hydrant is not pressurized.
Jill Chase made a motion to approve application #24-010 Expansion of Existing Pond & Installation of New Dry Hydrant at 440 Bald Mountain Road, applicant: All the Tired Horses Farm, LLC, seconded by Myron Kwast and approved unanimously.

- C. Application #24-011 Installation of Drainage, Patio, & Landscaping in the Upland Review Area at 31 Pettibone Lane.
Applicants: Elizabeth Bailey and Sara W. Minad
Jameson Secco with Roots and Branches spoke to explain the project and gave a new rendering. There will be a new parking area and two main areas that are currently wet will be remediated using lawn drains. Drawing shows silt fences and haybales for erosion control.
Bill Millard made a motion to approve Application #24-011 Installation of Drainage, Patio, & Landscaping in the Upland Review Area at 31 Pettibone Lane, applicants: Elizabeth Bailey and Sara W. Minad, seconded by Myron Kwast and approved unanimously.
- D. Continued Discussion Regarding Inland Wetlands Application Fees.
Tabled for next meeting until more information is obtained.

6. NEW BUSINESS

- A. Application #24-012 Drainage & Erosion Control Improvements in the Regulated Area at 42 Tower Hill Road.
Applicant: Doolittle Moore, LLC
George Johannsen from Allied Engineering spoke explaining the project. The goal is to get rid of water in the basement of the house. The house is on the North Shore of Doolittle lake. Jay Fain and Assoc flagged Wetlands. There is currently a sump pump in the basement but not in a good placement for it is a pipe sitting above the ground which creates a tripping hazard. Mr. Johannsen said that one sump pump can't keep up with how much water is coming in. The proposal is to add a second sump pump, collect water from 3 existing spouts and flow in a pump chamber then to the lake. He said it should only take 1 week.
Bill Millard voted to accept and approve application #24-012 Drainage & Erosion Control Improvements in the Regulated Area at 42 Tower Hill Road, seconded by Myron Kwast and approved unanimously.
- B. Application #24-013 Confucious Study Association Inc. 207 Westside Road, to put in a walkway around an existing pond. Applicant: Confucian Study Assocation Inc. Hartley wants to see more wetland soil work and more detail about the path. The Agency would like to do a site walk. The application will not be accepted until there are more explanations.
- C. Application #24-014 9 Shephard Road expansion for additional parking at Meadowbrook Senior Living Facility
Jeff Tarrant, spoke and said they want to add 4 parking spots. The area is 45x20 and would go behind the facility. The parking will be asphalt.
Richard Kessin made a motion to accept and approve application #24-014 9 Shephard Road expansion for additional parking at Meadowbrook Senior Living Facility, seconded by Bill Millard and approved unanimously.
- D. Adoption of 2025 Regular Meeting Schedule.
Jill Chase made a motion to approve the 2025 Regular Meeting Schedule, Bill Millard seconded and it was approved unanimously.

7. WEO REPORT.

Approval of meetings for 2025.
Stacey Sefcik handed out WEO report activities from 10/8/24-11/4/24.

8. COMMUNICATIONS & BILLS.

Stacey Sefcik passed out the Agency's budget. She will ask about why secretary is on the budget twice.
48 Litchfield Road had work done on their pond and will do an after the fact application.

9. ADJOURNMENT.

Bill Millard made a motion to adjourn the meeting at 8:26 pm, seconded by Jill Chase and approved unanimously.

Respectfully submitted,

Am Crippen

Marinell Crippen