

LITCHFIELD INLAND WETLANDS COMMISSION
MEETING MINUTES
Wednesday December 10, 2025 – 7:00 p.m.
80 Doyle Rd. Bantam
In Person Meeting

1. Call to Order- Appointment of Alternates.

Members Present: J. Hamill, M. Connor, S. Clarkin, B. Dooley, A. Combs, K. Kerr, Land Use Administrator S. Musselman.

Members Absent: M. LoRusso.

Appointment of Alternates: None.

2. Application Considerations

Before discussion began on item #2a J. Hamill moved to add an item #3d – Frank Stack – 58 McBride Road – Removal of invasive vegetation, re-grade pond edges, & install beaver deceiver (water leveler). MBL #027-016A-034.

- a. Richard Crouch on behalf of Pamela Cantor – Blue Swamp Road** – Alteration to existing driveway path and associated utilities trenching within regulated area. MBL# 152-078-001.

Richard Crouch was present for the application and gave a brief overview of the application to alter an existing farm accessway path with associated utilities trenching. To minimize erosion potential the driveway and trenching will be done separately and both will be done in sections. R. Crouch stated that the driveway will be installed first before beginning the utilities trenching. S. Clarkin noted that the stone wall along the driveway adds some buffer between the sitework and the wetlands. R. Crouch added that in addition to the protection afforded by the stone walls that silt fence will be installed downslope of all work areas.

M. Connor moved to approve the application for the alteration of an existing driveway and associated utilities trenching at (MBL #152-078-001) Blue Swamp Road with the conditions that the applicant contact the Inland Wetlands Agent and install erosion controls prior to the start of work. S. Clarkin seconded and the motion to approve carried unanimously.

3. Application Receptions

- a. Richard Crouch on behalf of Pamela Cantor – Blue Swamp Road** – Utilities trenching alongside existing driveway within regulated area. MBL# 152-078-001.

Richard Crouch was present again for the application. Before discussion began M. Connor noted that the MBL# was incorrect for the parcel. S. Musselman stated that the MBL# 152-078-06A was correct on the application and was incorrectly listed on the

agenda. This parcel while located off Blue Swamp Road has a Page Road address and is separate from the other parcel discussed during item #2a. As the parcel is located within 500' of Warren R. Crouch notified the Town of Warren of the pending application.

An existing driveway cuts in towards a potential building site, and the application is limited to extending underground utility trenching along the length of the driveway. R. Crouch stated that the work will be done in 400' sections from vault to vault and that the 2' wide trench area will be seeded and hay mulched after each section is completed.

M. Connor moved to accept the application and determine the application as being a non-significant activity. B. Dooley seconded and the motion to accept carried unanimously.

b. Timothy Benjamin – 3 Breezy Knoll – Raze existing dwelling and construct new dwelling, garage, driveway, and retaining wall. MBL# 171-060-013.

Timothy Benjamin was present for the application and gave an overview of the plan to raze an existing dwelling and construct a new dwelling. As the property is located within 500' of the Town of Morris T. Benjamin notified the Town of Morris of the pending application. The application is currently before the ZBA and minor modifications to the site plan will be made and shown on new plans at the next IWC meeting.

T. Benjamin stated that nearly the entirety of the property is located within the 200' regulated area and that the new dwelling's foundation will be located entirely outside of the flood elevation (904'). At its closest the site work will be 70' from the lakeshore and silt fence will be utilized for erosion controls. T. Benjamin stated that ideally the expected start date of the project will be this coming spring but anticipates that being pushed back to next fall. The property doesn't have septic or a well on the property as it is connected to sewer and a shared well. Sewer connection to the proposed dwelling is shown. M. Connor asked that a temporary soil stockpile be added to the plans near the roadway. T. Benjamin will have the project engineer, Bill Colby, add it to the plans before the next meeting.

S. Clarkin moved to declare the application a non-significant activity and accept the application. M. Connor seconded and the motion to accept carried unanimously.

c. Will Walter, P.E. (Benesch) on behalf of Litchfield Housing Authority – 130 Doyle Road – Construction of new sidewalk connections between individual unit patios to the existing main sidewalk and associated drainage improvements. MBL# 167-072-93E.

No one was present for the application. S. Musselman explained that the proposed work is limited to connecting the patios of the units to the existing main sidewalk.

As the application has no direct impact to any wetlands and is not a significant activity M. Connor moved to direct S. Musselman to issue an agent determination. B. Dooley seconded and the motion carried unanimously.

d. Frank Stack – 58 McBride Road – Removal of invasive vegetation, re-grade pond edges, & install beaver deceiver (water leveler). MBL #027-016A-034.

Frank Stack was present for the application and explained the proposed work which includes the removal of invasive phragmites, re-grading of the retention pond edges, and the installation of a beaver deceiver to maintain water levels. The ponds were created around 10 years ago, in cooperation with the Town, to manage stormwater from McBride Road. F. Stack stated that he enjoys the beavers, however, the water leveler is needed so he can maintain the level of the ponds as the beavers continue to build up their dam. M. Connor requested a plot plan / sketch to demonstrate all the proposed work. F. Stack will prepare the plan for the next meeting in January.

With no further discussion J. Hamill moved to accept the application with the condition that S. Musselman conduct a site walk before the next meeting with F. Stack. S. Clarkin seconded and the motion to accept carried unanimously.

4. Agent Determinations: None.

5. Election of Officers

The Commission welcomed new members Ann Combs and Kelsey Kerr. A. Combs then moved to nominate M. Connor for Chairman and close nominations. S. Clarkin seconded and the motion to nominate and elect M. Connor as Chairman carried unanimously.

6. Inland Wetlands Agent Report

S. Musselman requested that the Commissioners reach out to their contacts to find new members to fill the rest of the board's vacancies. S. Musselman also informed the Commission that the State now requires all members to complete the DEEP wetlands training course. It was discussed that the Commission should start holding hybrid meetings to ensure quorums can be maintained throughout the busy winter travel season. Also, Commissioners requested that the bylaws be reviewed at the next meeting.

7. Approval of Minutes – November 12, 2025.

J. Hamill moved to approve the 11/12/25 minutes. S. Clarkin seconded and the motion to approve carried unanimously.

A. Combs noted that the 10/8/25 minutes weren't approved at the last meeting as there wasn't a quorum of members present at the time to approve the minutes. J. Hamill then moved to approve the 10/8/25 minutes. B. Dooley seconded and the motion to approve carried unanimously.

8. Correspondence: None.

9. Adjournment

M. Connor moved to adjourn at 7:47 p.m. B. Dooley seconded and the motion to adjourn carried unanimously.

Respectfully submitted,

Spencer Musselman
Land Use Administrator