



**Town of Winchester**  
**INLAND WETLAND & WATERCOURSES COMMISSION**  
**January 15, 2026 - 7:00 PM**  
Town of Winchester Town Hall  
338 Main Street – 2<sup>nd</sup> Floor – P. Francis Hicks Room

**Commission Members:**

Stephen Molinelli, Chairman	Matt Closson
Russell Davenport, Vice Chairman	Jamie Coligan
Jeffrey Lippincott, Secretary	Mary Ann Marino
Frank Oliveri	Kevin Burgio

**REGULAR MEETING DRAFT MINUTES**

**1. Call to Order/Roll Call.**

**Present:** Stephen Molinelli, Chairman, Russ Davenport, Vice-Chairman, Jeffrey Lippincott, Secretary, Frank Oliveri, Gary Paganelli, Jamie Coligan, Mary Ann Marino, Kevin Burgio

**Staff Present:** Geoff Green, WEO, Jeremy DeCarli, Interim Town Planner

Chair Molinelli called the meeting to order at 7:00 pm

**2. Agenda Review**

G. Green noted that he would review the meeting that took place among staff and officers of several Commissions in December.

**3. Election of Officers**

This item was table to the February regularly scheduled meeting.

**4. Approval of Minutes.**

A. November 20, 2025 Meeting Minutes

It was recommended that staff reports be filed with the motions moving forward to provide additional context to the discussions of the meetings.

M.A. Marino made a motion to approve the minutes as presented. J. Lippincott seconded the motion.

**Vote:** 7-0-1 (Burgio)

**5. Public Hearings.**

None

**6. Old Business.**

None

**6. New Business**

A. IWWC-25-41

Applicant: Anthony Matthews

Location: Raise existing home 4 feet by lifting it off the foundation, and adding to the existing concrete block foundation wall.

R. Davenport recused himself from the discussion of this agenda item.

J. Lippincott made a motion to accept the application and continue it to the February 16, 2026 regular meeting. F. Oliveri seconded the motion.

**Vote:** 7-0

**B. IWWC-25-42**

*Applicant: George Closson*

*Location: 0 Main Street (Map 101/Block 101/ Lot 012)*

*Proposal: Post-Facto: Remove unsafe bridge over Mad River, partial clearing of trees in the URA, removal of small foundation, and associated site cleanup.*

*R. Davenport rejoined the meeting.*

*J. Coligan made a motion to accept the application and continue it to the February 16, 2026 regular meeting. J. Lippincott seconded the motion.*

**Vote: 8-0**

**C. IWWC-25-43**

*Applicant: Eric Richard*

*Location: 170 W. Lake Street*

*Proposal: Demolish existing building which lies along Highland Lake discharge canal*

*G. Paganelli recused himself from the discussion of this application.*

*There was significant discussion regarding the Commission's jurisdiction and whether or not the discharge canal could be considered a regulated area. Staff reviewed the criteria for defining an intermittent watercourse.*

*F. Oliveri made a motion on a jurisdiction ruling that the discharge canal is not an intermittent watercourse and that the Commission does not have jurisdiction over the proposed demolition. J. Lippincott seconded the motion.*

**Vote: 4-3**

**D. IWWC-26-1**

*Applicant: Mark Ricci*

*Location: 740 Lake Drive*

*Proposal: Remove existing detached 2-car garage which is worn and has no foundation and replace with an attached two-car garage and breezeway to be built where asphalt currently exists.*

*G. Paganelli seconded the motion.*

*M. A. Marino made a motion to accept the application and continue it to the February 16, 2026 regular meeting. G. Paganelli seconded the motion.*

**Vote: 8-0**

**7. Agent Actions**

**A. Agent Determinations**

**a. IWWC-25-39**

*Applicant: Creative Recreation*

*Location: Sue Grossman Trail*

*Proposal: Install workout equipment along the Sue Grossman Trail in the URA*

**b. IWWC-25-40**

*Applicant: Gifford Travaglin*

*Location: 898 Main Street*

*Proposal: Resurface future outdoor seating area with stone and add 12' x 12' platform in the URA*

**c. IWWC-25-44**

*Applicant: Andrew Champagne*

*Location: 342 E. Wakefield Blvd.*

*Proposal: Remove existing dead California privet hedgerow and replace with new fence – subject to Special Permit from PZC*

*G. Green reviewed all three projects and explained that the permits were issued.*

**B. As-of-Right Determinations**

*None*

C. Violations/Orders

- a. 139 W. Wakefield Blvd.

*A new court date has been set. No further updates at this time.*

D. Discussion

*G. Green and J. DeCarli discussed the meeting held in December regarding stormwater quality townwide. There will be another meeting in February to discuss further.*

*The Commission discussed the Upland Review Area and jurisdiction over properties surrounding the lake and other wetlands. The suggestion was made that a URA surrounding Highland Lake using a strict distance, and certain perimeter roads might make sense.*

**8. Communications**

*J. DeCarli discussed new training requirements for all wetland commissioners and staff.*

**9. Other Business**

- A. Report from Department of Public Works Liaisons – Russ Davenport and Jeff Lippincott

- B. Report from Highland Lake Watershed Association Liaisons

*J. Colligan discussed recent updates. Chair Molinelli discussed the HLWA newsletter.*

- C. Board of Selectmen Liaison report

*None*

- D. Discussion Regulation of Buoys

*No updates at this time.*

- E. Discuss Wake Boats

*No updates at this time.*

- F. Discuss Dock and Mooring Ordinance

*No updates at this time.*

**11. Adjourn.**

*M.A. Marino made a motion to adjourn the meeting at 8:43pm. J. Lippincott seconded the motion.*

**Vote:** 8-0

*Respectfully Submitted,*



*Jeremy DeCarli, Recording Secretary*