Town of Winchester
INLAND WETLAND & WATERCOURSES COMMISSION
August 20, 2026 - 7:00 PM
Town of Winchester Town Hall
338 Main Street – 2nd Floor – P. Francis Hicks Room

REGULAR MEETING DRAFT MINUTES

1. Call to Order/Roll Call.
Members Present: Stephen Molinelli, Chair, Gary Paganelli, Matt Closon, Jamie Coligan, Mary Ann Marino, Kevin Burgio, Tess Herman
Members Absent: Russ Davenport, Vice Chair, Frank Oliveri

Staff Present, Geoffrey Green, Jeremy DeCarli

Chair Molinelli called the meeting to order at 7:00pm. He stated that new member Tess Herman has been appointed to the Commission and is present. T. Herman introduced herself to the Commission.

2. Agenda Review
S. Molinelli asked Staff about the "Stanziale Report." G. Green stated that would be discussed under Agenda Item 8.

3. Approval of Minutes.
A. July 16, 2026 Regular Meeting Minutes
M.A. Marino made a motion to approve the minutes as presented. J. Coligan seconded the motion.
Vote: 6-0-1 (T. Herman abstained)

4. Public Hearings
A. IWWC-25-11
Applicant: Vernon LeBlanc
Location: East Lake St. (Map 114/ Block 124/ Lot 007A)
Proposal: Dock installation with littoral bounds setback waiver requested (Sec. 380-7.E)

James Steck, Attorney, and Vernon LeBlanc appeared in order to present the application. J. Steck began by discussing the various deeded access that surrounding property owners have over the property. He stated that he has done the work to find the various historic deed to ensure he knew of all the rights that various property owners have over the property. He presented several examples of case law and explained the language within the deeds. J. Steck provided additional information regarding the waiver request and the reasons for requesting the waiver. Members asked clarifying questions. S. Molinelli opened the hearing to the public. The following members of the public spoke in opposition of granting the waiver:

- *Perly Grimes, Esq. on behalf of Craig & Nancy Dennan*
  P. grimes discussed the waiver provision within Chapter 380 and compared it to a variance and explained the process through which ZBA must proceed when reviewing a variance request. He stated that the language within Chapter 380 is identical to the language used in Statute for a variance request.
- *Craig Dennan - 89 E. Lake St.*
- *Shane and Maria Bordanaro – 50 E. Lake St.*

Staff explained that due to Statutory timeline requirements, unless the applicant requests an extension, the hearing must close. J. Steck agreed to request an extension of the hearing to September 17 in order for the Commission to be able to read the materials submitted. S. Molinelli requested that any new materials submitted for the record, if possible, be submitted prior to the meeting.

M. Closson made a motion to continue the Public Hearing to the September 17 regular meeting. G. Paganelli seconded the motion.
Vote: 5-2 (M.A. Marino and T. Herman vote nay)

5. Old Business

A. IWWC-25-11

Applicant: Vernon LeBlanc
Location: 77 East Lake St.
Proposal: Installation of new dock and request for waiver of littoral line setback requirements

The application was continued to the September 17 regular meeting.

6. New Business

A. IWWC-26-17

Applicant: Eric Richard on behalf of Highland Lake Marina
Location: 206 E. Wakefield Blvd.
Proposal: Replace existing dock with new aluminum dock

E. Richard explained that the property currently contains an existing dock, which will be removed and replaced with a slightly smaller dock in the same location. He presented a survey showing that the location is compliant with the requirements. S. Molinelli stated that it is his understanding that the jet ski ramp (noted as a floating dock) shown on the site plan is not permitted and asked E. Richard if he'd like to add that to the permit request. E. Richard stated that "yes" they would like that to be permitted as well and noted its location is complaint.

M. Closson made motion to accept the application for the new dock and add the jet ski ramp to the application and continue it to the September 17 regular meeting. G. Paganelli seconded the motion.
Vote: 7-0

7. Agent Actions

A. Agent Determination

None

B. As-of-Right Determination

i. AOR-26-9

Applicant: Brian Angelico
Location: 722 Lake St.
Proposal Remove and replace decking of existing dock. No structural or locational changes.

G. Green reviewed the application and stated that this is allowed as maintenance.

ii. AOR-26-10

Applicant: Andrew Champagne
Location: 342 W. Wakefield Blvd
Proposal: Install trench to generator

G. Green reviewed the application and stated that this was entered incorrectly and is an Agent Approval for the trench and the generator installation.

C. Violations/Orders

i. 139 W. Wakefield Blvd.

Court date was moved to October.

Staff noted other enforcement items, namely a shed constructed on W. Wakefield Blvd, a pergola on W. Wakefield, and tree removal on E. Wakefield without permits. These were not logged as violations because work was stopped and staff is working with the property owners, so no violation letters have been necessary to date.

D. Other Discussion

i. Update Wetlands Regulation Section 14 Related to Citations and Section 19 Related to Fees

J. DeCarli noted that there is a discrepancy between the citation ordinance and Section 14 of the regulations, and a discrepancy between the fees that have been established by the Board of Selectmen in accordance with the Town

Charter and the fees in Section 19 of the regulations. Staff suggested several minor changes to bring the regulations in alignment.

M.A. Marino suggested that perhaps a committee should be formed to look at regulations, ordinances, and various other items. Some discussion ensued. No action was taken.

8. Communications

G. Green noted that Tom Grimaldi, PE submitted his report regarding the wall construction at 504 E. Wakefield Blvd. as required by the Commission. The report has been provided to members for their review.

9. Other Business

A. Report from Department of Public Works Liaisons – Russ Davenport

None

B. Report from Highland Lake Watershed Association Liaisons

J. Coligan gave a brief update on the activities of the HLWA.

C. Board of Selectmen Liaison report

Selectman Bill Hester discussed several items and answered questions from Commission members regarding Chapter 380 of the Code of Ordinances.

10. Adjourn.

K. Burgio made a motion to adjourn at 8:40pm. G. Paganelli seconded the motion.
Vote: 7-0

Respectfully Submitted,

Jeremy DeCarli
Recording Secretary