



**Town of Winchester
INLAND WETLAND & WATERCOURSES COMMISSION**

September 17, 2026 - 7:00 PM

Town of Winchester Town Hall
338 Main Street – 2nd Floor – P. Francis Hicks Room

Commission Members:

Stephen Molinelli, Chairman	Matt Closson
Russell Davenport, Vice Chairman	Jamie Coligan
Vacancy, Secretary	Mary Ann Marino
Frank Oliveri	Kevin Burgio
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REGULAR MEETING DRAFT MINUTES

1. Call to Order/Roll Call.

Members Present: Stephen Molinelli, Chair, Russ Davenport, Vice Chair, Gary Paganelli, Jamie Coligan, Mary Ann Marino, Kevin Burgio, Tess Herman

Members Absent: Frank Oliveri, Matt Closson, Kevin Burgio

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

3. Approval of Minutes.

A. August 20, 2026 Regular Meeting Minutes

M.A. Marino made a motion to approve the minutes as presented. G. Paganelli seconded the motion.

Vote: 6-0

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 recapping the application and reviewing some of the deeded access rights. He reviewed the request and the applicants ownership in the property. Vernon LeBlanc provided photographs of the site which included measurements he took from various points and a mock-up of the dock made of 2"x4"s demonstrating the location and the size. 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 Dennen*
- Craig Dennen - 89 E. Lake St.*
- Joel Clark – 58 E. Lake St.*
- Laurel Clark – 58 E. Lake St.*
- Shane Bordanaro – 50 E. Lake St.*
- Chery Krompegal – 85. E. Lake St*

J. Steck responded to comments made and questions asked. Of note was the concern that V. LeBlanc is not the sole owner of the LLC which owns the property. J. Steck stated that all interest was transferred. S. Molinelli asked staff to have the Town's legal counsel weight in on standing.

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.

S. Molinelli polled the membership to determine whether a continuance of the hearing was necessary. The full membership agreed that the hearing could be closed.

*M.A Marino made a motion to close the Public Hearing. J. Coligan seconded the motion
Vote: 6-0*

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

M. A, Marino made a motion to continue the application to the next regularly scheduled meeting of October 15, 2026. R. Davenport seconded the motion.

B. 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 and add a 10' x 13' jet ski float

E. Richard appeared and summarized the application which consists of a dock replacement in the same location, but slightly smaller, and a jet ski float. There were no questions from Commission members.

*J. Coligan made motion to approve the application as presented. G. Paganelli seconded the motion.
Vote: 5-01 (R. Davenport abstained)*

6. New Business

A. IWWC-26-20

Applicant: Town of Winchester

Location: South Road

Proposal: Road reclamation and Drainage Improvements.

Dav Bautista, PE Haley-Ward, and Jim Rollins, Director of Public Works presented the application. They explained that approximately 3,000 of South Road, beginning at its intersection with Newfield Road running south to its intersection with Hollow Road will be milled, regraded, and reconstructed. Work includes updated and new drainage, and includes areas within the upland review area, and areas of work directly in wetlands related to stormwater discharge. One new drainage line will be established which will require an easement from an abutting property owner, but all other drainage lines are existing and will be upgraded. The project is anticipated to take about 6 weeks to complete and the hope is to complete the job before winter, The Commission members asked questions and D. Bautista and J Rollins responded.

*R. Davenport made a motion to accept the application. G. Paganelli seconded the motion.
Vote: 6-0*

*R. Davenport made a motion to set a Public Hearing for the October 15, 2026 meeting. G. Paganelli seconded the motion.
Vote: 6-0*

7. Agent Actions

A. Agent Determination

None

B. As-of-Right Determination

Although nothing was noted on the agenda, it was noted that one as-of-right determination had been approved after publication of the agenda and was emailed out from S. Whynott earlier in the day for a small driveway replacement at 820 E. Wakefield Blvd. (AOR-26-11)

C. Violations/Orders

- i. 139 W. Wakefield Blvd.

No updates.

D. Other Discussion

- i. Discussion: 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.

S. Molinelli asked that this be added to the agenda in November.

- i. Discussion: Updated Standard Permit Conditions

J. DeCarli noted that he and G. Green had worked on new standard conditions for permits going forward. These are set up as a "short form" permit for smaller projects and "long form" for larger projects. Member generally agreed that the conditions were appropriate than the current conditions and could be used going forward.

8. Communications

None

9. Other Business

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

J. Rollins discussed a recent RFQ for an invasive eradication program and asked for a member to serve on the consultant selection committee. T. Herman agreed to serve on that committee. J. Rollins also informed the members that the upcoming drawdown of Highland Lake is a standard 36" draw, and is the last approved drawdown. The Water Level Commission will be reviewing and approving a new schedule.

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

None

10. Adjourn.

M. A. Marino made a motion to adjourn at 9:07pm. T. Herman seconded the motion.

Vote: 6-0

Respectfully Submitted,



Jeremy DeCarli
Recording Secretary