



**TOWN OF WINCHESTER**  
**INLAND WETLANDS & WATERCOURSES COMMISSION**  
Town of Winchester Town Hall, 338 Main Street  
P. Francis Hicks Room – 2nd Floor  
June 19, 2019 – 7:00PM  
Regular Meeting Minutes

**1. CALL TO ORDER:**

Chairman Ric Nalette called the meeting to order at 7:02PM.

**2. ROLL CALL:**

Roll call was completed by Mr. Nalette. Present at the meeting in addition to Mr. Nalette were: Russ Davenport, Christine Hunter, Chris Kiely, Jackie Mulvey, Steve Molinelli and Kurt Timmeney as well as staff member Pam Colombie.

It was noted that Andrea Krawiecki was absent excused.

**3. APPROVAL OF MINUTES – May 15, 2019:**

**MOTION:** Mr. Kiely, Ms. Hunter second, to approve the May 15, 2019 Minutes; unanimously approved.

**4. AGENDA REVIEW:**

**MOTION:** Mr. Nalette, Ms. Mulvey second, to amend the agenda to add *Adoption of Bylaws under Other Business*; unanimously approved.

**MOTION:** Mr. Nalette, Mr. Molinelli second, to amend the agenda to add *IWWC#19-21 Applicant/Owner: Kenneth Colucci Location: 672 East Wakefield Boulevard Proposal: Remove Existing Porch and Patio; Install New Porch and Deck under New Business.*

**MOTION:** Mr. Nalette, Mr. Kiely second, to amend the agenda to add *IWWC#19-22 Applicant/Owner: Meniscus Realty, LLC Location: 670 East Wakefield Boulevard Proposal: Remove Existing Porch and Patio; Install New Porch and Deck under New Business.*

**5. PUBLIC HEARINGS:**

None.

**6. OLD BUSINESS:**

**A. IWWC#19-10 Applicant: Carla Rissmeyer Owner: Barbara Rissmeyer Location: 201 West Wakefield Boulevard Proposal: Dock Removal and Replacement.**

Carla Rissmeyer appeared before the Commission regarding this application. Ms. Rissmeyer reminded the Commission that the family's dock had been damaged this past winter. She noted that the contractor who had originally submitted an application for the removal and replacement work had been dismissed. Additionally, Ms. Rissmeyer noted that she is functioning as the applicant on behalf of her mother, the owner. It was noted that what was now being proposed is twelve (12') feet long and ten (10') feet wide. She explained that the location of the dock itself is also relocated to the other side of the current concrete landing at the site. The swim float will be relocated to the other side of the dock. A buoy has been added to the proposal, too, according to Ms. Rissmeyer.

Mr. Nalette questioned the amount of frontage on this parcel. Ms. Rissmeyer estimated it at between +/- 180' to 200'. Mr. Nalette questioned whether the dock is permanent. Ms. Rissmeyer indicated that the dock gets

pulled out each year. Discussion ensued over whether the layout lends to a “closing in” with it being an L-shaped structure. The consensus of the Commission was that it did not. Ms. Rissmeyer confirmed that no excavation is necessary for this project.

**MOTION:** Mr. Kiely, Mr. Molinelli second, to approve Application IWWC#19-10 Applicant: Carla Rissmeyer Owner: Barbara Rissmeyer Location: 201 West Wakefield Boulevard Proposal: Dock Removal and Replacement, based on oral and written testimony. Conditions 1-12 are standard Inland Wetland Commission Conditions and the following additional conditions determined by the Inland Wetlands Commission:

1. The permittee shall notify the Inland Wetlands Enforcement Officer immediately upon the commencement of work and upon its completion.
2. If the authorized activity is not completed within five years from the issuance date of April 17, 2019 said activity shall cease and, if not previously revoked or specifically renewed or extended, this permit shall be null and void. Any request to renew or extend the expiration date of a permit should be filed in accordance with the Inland Wetlands Regulations of the Town of Winchester. Expired permits may not be renewed and the Inland Wetlands Commission may require a new application for regulated activities.
3. All work and all regulated activities conducted pursuant to this authorization shall be consistent with the terms and conditions of this permit. A copy of the permit and plans shall be on site at all times. Any structures, excavation, fill, obstructions, encroachments, or regulated activities not specifically identified and authorized herein shall constitute a violation of this permit and may result in its modification, suspension or revocation.
4. This authorization is not transferable without the written consent of the Inland Wetlands Commission.
5. In evaluating this application, the Inland Wetlands Commission has relied on information provided by the applicant. If such information is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the permittee may be subject to any other remedies or penalties provided by law.
6. The permittee shall employ the best management practices, consistent with the terms and conditions of this permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands or watercourses. Permittee will provide a copy of approved plans to contractor which shall stay on site and be available for review or inspection during the duration of work. For information and technical assistance, contact the Wetlands Enforcement Officer. The permittee shall immediately inform the Commission of any problems involving the wetlands or watercourses that have developed in the course of, or that are caused by, the authorized work.
7. No equipment or material including without limitation, fill construction materials, or debris, shall be deposited, placed or stored in any wetland or watercourse on or off site unless specifically authorized by this permit.
8. This permit is subject to and does not derogate any rights or powers of the Town of Winchester, conveys no property rights or exclusive privileges, and is subject to all public and private rights to all applicable federal, state and local laws. In conducting and maintaining any activities authorized herein, the permittee may not cause pollution, impairment, or destruction of the inland wetlands and watercourses of Winchester.
9. If the activity authorized by the inland wetlands permit also involves activity or a project that requires zoning of subdivision approval, special permit, variance, or special exception, no work pursuant to the wetlands permit may begin until such approval is obtained.
10. The permittee shall maintain sediment and erosion controls at the site in such operable conditions as to prevent the pollution of wetlands and watercourses. Said controls are to be inspected by the permittee for deficiencies at least once per week and immediately after rains. The permittee shall correct any such deficiencies within 24 hours of said deficiency being found. The permittee shall maintain such control measures until all areas of disturbed soils at the site are stabilized.
11. The permittee, contractor and/or owner shall conduct all operations at the site in full compliance with this permit, to the extent provided by law, may be held liable for any violations of the terms and conditions of this permit and are responsible for any violation they may have created.
12. Wetland flagging to stay in place during the construction process. Missing flags to be replaced upon the Wetland Agent’s request if required for inspection or enforcement;

*unanimously approved.*

**B. IWWC#19-13 Applicant: Wayne S. Garrick, AIA Owner: Charles A. Mantell and Eileen S. Mantell Location: 806 East Wakefield Boulevard Proposal: Construct Second Floor Bedroom Addition Including 75 Sq Ft Second Floor Addition on Columns and Piers (Includes Reduction of Existing Impervious Surface).**

Architect Wayne Garrick appeared before the Commission regarding this application. He reminded them that the proposed work includes adding seventy-five square feet to the second floor of the dwelling, achieved with columns and piers. Mr. Garrick noted that the installation of silt fence from property line to property line is part of the sediment erosion control plan.

In response to the request received from the Commission at the last meeting for a location map of the site, Mr. Garrick passed around a copy of one showing where the parcel is located on the lake. He also distributed a cross section drawing to demonstrate the height of the dwelling when standing at the street level. Mr. Garrick opined to the Commission that no views will be impinged from the proposed additional living space.

Mr. Kiley questioned whether there were any grade changes or modifications relative to the location of the driveway at this site. Mr. Garrick indicated that there was not. He noted that the current ramp on the site, around the house, will be removed.

**MOTION:** Mr. Davenport, Mr. Timmeney second, to approve Application IWWC#19-13 Applicant: Wayne S. Garrick, AIA Owner: Charles A. Mantell and Eileen S. Mantell Location: 806 East Wakefield Boulevard Proposal: Construct Second Floor Bedroom Addition Including 75 Sq Ft Second Floor Addition on Columns and Piers (Includes Reduction of Existing Impervious Surface), based on oral and written testimony. Conditions 1-12 are standard Inland Wetland Commission Conditions and the following additional conditions determined by the Inland Wetlands Commission:

1. The permittee shall notify the Inland Wetlands Enforcement Officer immediately upon the commencement of work and upon its completion.
2. If the authorized activity is not completed within five years from the issuance date of June 19, 2019 said activity shall cease and, if not previously revoked or specifically renewed or extended, this permit shall be null and void. Any request to renew or extend the expiration date of a permit should be filed in accordance with the Inland Wetlands Regulations of the Town of Winchester. Expired permits may not be renewed and the Inland Wetlands Commission may require a new application for regulated activities.
3. All work and all regulated activities conducted pursuant to this authorization shall be consistent with the terms and conditions of this permit. A copy of the permit and plans shall be on site at all times. Any structures, excavation, fill, obstructions, encroachments, or regulated activities not specifically identified and authorized herein shall constitute a violation of this permit and may result in its modification, suspension or revocation.
4. This authorization is not transferable without the written consent of the Inland Wetlands Commission.
5. In evaluating this application, the Inland Wetlands Commission has relied on information provided by the applicant. If such information is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the permittee may be subject to any other remedies or penalties provided by law.
6. The permittee shall employ the best management practices, consistent with the terms and conditions of this permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands or watercourses. Permittee will provide a copy of approved plans to contractor which shall stay on site and be available for review or inspection during the duration of work. For information and technical assistance, contact the Wetlands Enforcement Officer. The permittee shall immediately inform the Commission of any problems involving the wetlands or watercourses that have developed in the course of, or that are caused by, the authorized work.
7. No equipment or material including without limitation, fill construction materials, or debris, shall be deposited, placed or stored in any wetland or watercourse on or off site unless specifically authorized by this permit.
8. This permit is subject to and does not derogate any rights or powers of the Town of Winchester, conveys no property rights or exclusive privileges, and is subject to all public and private rights to all applicable federal,

state and local laws. In conducting and maintaining any activities authorized herein, the permittee may not cause pollution, impairment, or destruction of the inland wetlands and watercourses of Winchester.

9. If the activity authorized by the inland wetlands permit also involves activity or a project that requires zoning of subdivision approval, special permit, variance, or special exception, no work pursuant to the wetlands permit may begin until such approval is obtained.

10. The permittee shall maintain sediment and erosion controls at the site in such operable conditions as to prevent the pollution of wetlands and watercourses. Said controls are to be inspected by the permittee for deficiencies at least once per week and immediately after rains. The permittee shall correct any such deficiencies within 24 hours of said deficiency being found. The permittee shall maintain such control measures until all areas of disturbed soils at the site are stabilized.

11. The permittee, contractor and/or owner shall conduct all operations at the site in full compliance with this permit, to the extent provided by law, may be held liable for any violations of the terms and conditions of this permit and are responsible for any violation they may have created.

12. Wetland flagging to stay in place during the construction process. Missing flags to be replaced upon the Wetland Agent's request if required for inspection or enforcement;

13. Cash erosion and sedimentation bond of \$2000 to be submitted to the Inland Wetlands Office prior to the commencement of work.

*unanimously approved.*

**C. IWWC#19-14 Applicant: Laurel Engineering, LLC Owner: 180 Rowley Street, L.L.C. Location: 55 Hurlbut Street, Lot 2B Proposal: New Single Family Residential Unit with Driveway and Garage.**

Professional Engineer Mike Sherman, of Laurel Engineering, LLC, appeared before the Commission regarding this application. He reminded commissioners that they had requested erosion control reduction for the ground water drain. He noted that a one-inch stone splash pad had been added to the plans. Mr. Sherman reviewed the site plan again, reminding the Commission the location of the limits of the grading. He reminded the Commission that the house was located where it was in order to stay as far away from the wetlands as possible.

Pursuant to the Commission's request at last month's meeting, Mr. Sherman provided a location map.

**MOTION:** Mr. Kiely, Ms. Mulvey second, to approve Application IWWC#19-14 Applicant: Laurel Engineering, LLC Owner: 180 Rowley Street, L.L.C. Location: 55 Hurlbut Street, Lot 2B Proposal: New Single Family Residential Unit with Driveway and Garage, based on oral and written testimony. Conditions 1-12 are standard Inland Wetland Commission Conditions and the following additional conditions determined by the Inland Wetlands Commission:

1. The permittee shall notify the Inland Wetlands Enforcement Officer immediately upon the commencement of work and upon its completion.
2. If the authorized activity is not completed within five years from the issuance date of June 19, 2019 said activity shall cease and, if not previously revoked or specifically renewed or extended, this permit shall be null and void. Any request to renew or extend the expiration date of a permit should be filed in accordance with the Inland Wetlands Regulations of the Town of Winchester. Expired permits may not be renewed and the Inland Wetlands Commission may require a new application for regulated activities.
3. All work and all regulated activities conducted pursuant to this authorization shall be consistent with the terms and conditions of this permit. A copy of the permit and plans shall be on site at all times. Any structures, excavation, fill, obstructions, encroachments, or regulated activities not specifically identified and authorized herein shall constitute a violation of this permit and may result in its modification, suspension or revocation.
4. This authorization is not transferable without the written consent of the Inland Wetlands Commission.
5. In evaluating this application, the Inland Wetlands Commission has relied on information provided by the applicant. If such information is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the permittee may be subject to any other remedies or penalties provided by law.

6. The permittee shall employ the best management practices, consistent with the terms and conditions of this permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands or watercourses. Permittee will provide a copy of approved plans to contractor which shall stay on site and be available for review or inspection during the duration of work. For information and technical assistance, contact the Wetlands Enforcement Officer. The permittee shall immediately inform the Commission of any problems involving the wetlands or watercourses that have developed in the course of, or that are caused by, the authorized work.
7. No equipment or material including without limitation, fill construction materials, or debris, shall be deposited, placed or stored in any wetland or watercourse on or off site unless specifically authorized by this permit.
8. This permit is subject to and does not derogate any rights or powers of the Town of Winchester, conveys no property rights or exclusive privileges, and is subject to all public and private rights to all applicable federal, state and local laws. In conducting and maintaining any activities authorized herein, the permittee may not cause pollution, impairment, or destruction of the inland wetlands and watercourses of Winchester.
9. If the activity authorized by the inland wetlands permit also involves activity or a project that requires zoning of subdivision approval, special permit, variance, or special exception, no work pursuant to the wetlands permit may begin until such approval is obtained.
10. The permittee shall maintain sediment and erosion controls at the site in such operable conditions as to prevent the pollution of wetlands and watercourses. Said controls are to be inspected by the permittee for deficiencies at least once per week and immediately after rains. The permittee shall correct any such deficiencies within 24 hours of said deficiency being found. The permittee shall maintain such control measures until all areas of disturbed soils at the site are stabilized.
11. The permittee, contractor and/or owner shall conduct all operations at the site in full compliance with this permit, to the extent provided by law, may be held liable for any violations of the terms and conditions of this permit and are responsible for any violation they may have created.
12. Wetland flagging to stay in place during the construction process. Missing flags to be replaced upon the Wetland Agent's request if required for inspection or enforcement;
13. Cash erosion and sedimentation bond of \$2500 to be submitted to the Inland Wetlands Office prior to the commencement of work.

*unanimously approved.*

## **7. NEW BUSINESS:**

### **A. IWWC#19-16 Applicant/Owner: Edward Rapposelli Location: 726 Lake Drive Proposal: Modification of IWWC#14-33: Repair Lake Wall.**

Edward Rapposelli appeared before the Commission regarding this application. Mr. Rapposelli explained that two small sections of his lake wall are in need of repair as they are leaning out into the lake. He noted that he would like to excavate behind the wall, push the walls back, and utilize a helicon anchor to hold the two pieces in place. Mr. Rapposelli noted that the work would likely occur in the fall.

Mr. Nalette questioned whether Mr. Rapposelli was amenable to installing a buffer between his lawn and the lake wall. Mr. Rapposelli indicated that he was. Mr. Nalette suggested that the application be continued to the following month so that the drawing could be modified in this regard. Mr. Rapposelli shared his concern with the proximity of the steps leading from his home to the lake wall. Mr. Nalette noted that it could be either a garden or a bed of crushed stone. Mr. Rapposelli questioned whether a brick path could be installed along his lake wall. It was noted that this would be okay if the pavers were part of a permeable system.

The consensus of the Commission was that a few photographs of the wall should be included for the next meeting.

**MOTION:** Mr. Nalette, Ms. Mulvey second, to accept Application IWWC#19-16 Applicant/Owner: Edward Rapposelli Location: 726 Lake Drive Proposal: Modification of IWWC#14-33: Repair Lake Wall, with the applicant to submit photographs of the lake wall and more details on the proposed erosion control; unanimously approved.

**B. IWWC#19-17 Applicant/Owner: George Mackiewicz Location: 332 East Wakefield Boulevard Proposal: Demolish and Rebuild Single Family Residential Unit with Driveway and Garage.**

George Mackiewicz accompanied by his engineer Mike Sherman, PE, of Laurel Engineering, appeared before the Commission regarding this application. Mr. Mackiewicz explained that he was proposing replacement of the existing cottage with a year-round home. He reviewed the engineered drawings, noting that the property currently includes a two-story, 900-square foot cottage and indicated the areas comprised of impervious surface. Mr. Mackiewicz noted that there is currently no stormwater management at the property, with all of the water running off of the house and into the lake. He also reported that the house currently has no foundation, with rain flowing under his property.

Mr. Mackiewicz explained that much consideration has been given to incorporating low impact development (LID). The proposal includes removing the current pavement and the current water feature. The addition of a gabion wall and an addition of a rain garden were described. Despite the footprint of the structure increasing with the addition of a garage, Mr. Mackiewicz noted the amount of impervious surface that will decrease, from .21 to .20.

Mr. Sherman reviewed the plans noting the limit of the regulated area, the areas of permeable pavers, and the gabion wall. He indicated that these will catch the surface water and what gets beyond that, will be slowed and treated by the rain garden. Mr. Sherman noted the addition of the buffer between the lawn and the lake wall. He noted the splash pads that have been added for the roof leaders, the addition of groundwater drains, and the addition of a drain behind the gabion wall that will collect anything that doesn't infiltrate previously.

Mr. Sherman pointed out the construction sequence. He noted that the first item to be completed is the installation of the infiltration trench along the wall, about six inches deep. Mr. Sherman noted that this should take only a day or two which will function to catch anything that heads toward the lake. After that has been installed, silt fence and haybales will be utilized.

Mr. Nalette questioned whether any work is proposed for the lake wall. Mr. Sherman indicated that there was not. Addressing viewshed, Mr. Sherman noted that the new dwelling will remain on the existing footprint, but the view will be improved as the steps and water function are being removed.

Mr. Nalette questioned whether gabion walls would be appropriate for lake walls. Mr. Sherman confirmed. Mr. Molinelli questioned whether Mr. Mackiewicz was proposing any changes with the waterfront items such as a dock or boat lift. Mr. Mackiewicz indicated that they were not at this time.

Mr. Mackiewicz reported that demolition would likely be scheduled for late fall with the construction of the new dwelling to begin early next year. In response to an inquiry from the Commission, Mr. Mackiewicz confirmed that the house will have a walk-out basement. Discussion ensued about the grading on the site and whether to hold a public hearing. Mr. Sherman indicated that there is approximately 224 yards of material that will need to be trucked off site.

**MOTION:** Ms. Mulvey, Mr. Davenport second, to accept Application IWWC#19-17 Applicant/Owner: George Mackiewicz Location: 332 East Wakefield Boulevard Proposal: Demolish and Rebuild Single Family Residential Unit with Driveway and Garage, deeming the proposed activity as significant and to schedule a public hearing for July 17, 2019; unanimously approved.

**C. IWWC#19-18 Applicant/Owner: James A. Lockton, III Location: 3 Woods Lane Proposal: Septic Repair in Upland Review Area.**

Dennis McMorrow, PE, of Berkshire Engineering appeared before the Commission regarding this application.

He reviewed the design for a septic repair, noting that the current system is partially located on a neighbor's property and is also within seventy-five (75') feet of the neighbor's well. Mr. McMorrow pointed out the location of the wetlands. He reported that the soils are well-draining soils.

**MOTION:** Mr. Kiely, Ms. Mulvey second, to accept Application IWWC#19-18 Applicant/Owner: James A. Lockton, III Location: 3 Woods Lane Proposal: Septic Repair in Upland Review Area, finding the proposed activity as not significant; unanimously approved.

**D. IWWC#19-19 Applicant/Owner: Town of Winchester Public Works Location: Grantville Road and West Road Proposal: Install New Drainage at Intersection of Grantville and West Road Discharging into Existing Cross Culvert; Perform Maintenance on Outlet of Existing Culvert.**

Mr. Nalette opined that this work will likely generate public interest and suggested that a public hearing be scheduled. Mr. Molinelli questioned the amount of disturbance. He also questioned whether there is any regrading.

Ms. Hunter indicated that she lives in this area and would be recusing herself from the review of this proposal.

**MOTION:** Mr. Nalette, Mr. Kiley second, to accept Application IWWC#19-19 Applicant/Owner: Town of Winchester Public Works Location: Grantville Road and West Road Proposal: Install New Drainage at Intersection of Grantville and West Road Discharging into Existing Cross Culvert; Perform Maintenance on Outlet of Existing Culvert and finding that there may be public interest in the project, to schedule a public hearing for July 17, 2019; Motion approved with Mr. Davenport, Mr. Kiley, Mr. Molinelli, Ms. Mulvey, Mr. Nalette, and Mr. Timmeney voting aye while Ms. Hunter abstained.

**E. IWWC#19-20 Applicant/Owner: Kenneth Colucci Location: 688 East Wakefield Boulevard Location: 688 East Wakefield Boulevard Proposal: Remove Existing Porch and Patio; Install New Porch and Deck.**

Matt Closson appeared before the Commission regarding this application. He noted that while he had an A2 survey prepared by Land Surveyor John DiCara, he did not yet have the building elevation drawings. Mr. Closson explained that his client is seeking to remove a 23'x8' structure along with the existing deck on the north side of the property and a blue stone patio. The proposed improvements include rebuilding of that structure as well as adding a new 16'x10' deck, according to Mr. Closson. He noted that the work will include five sonotubes underneath the enclosed space and seven sonotubes under the new deck. Mr. Closson noted that this will include a reduction in impervious surface as decks are considered pervious when they include grass underneath.

Mr. Closson noted that silt fence is proposed for soil erosion control, explaining that it will be necessary to excavate approximately twelve yards of material.

**MOTION:** Ms. Mulvey, Mr. Timmeney second, to accept Application IWWC#19-20 Applicant/Owner: Kenneth Colucci Location: 688 East Wakefield Boulevard Location: 688 East Wakefield Boulevard Proposal: Remove Existing Porch and Patio; Install New Porch and Deck, deeming activity to not be significant; unanimously approved.

The Commission agreed to review and discuss the following two applications together as it was a shared project. Reference was made to a 2009 survey that was on file and included with Application IWWC#19-21. It was noted that these applications had been received as a result of observed unpermitted work earlier the same day.

**F. IWWC#19-21 Applicant/Owner: Kenneth Colucci Location: 672 East Wakefield Boulevard Proposal: Repair Existing Drainage; Replace Bituminous Walkway with Pavers.**

Matt Closson, accompanied by the contractor Doug Follert, appeared before the Commission regarding this application and Application IWWC#19-22. Mr. Closson reported that Mr. Follert had been working in

conjunction with the Town of Winchester Water and Sewer Department as repairs were undertaken on a grinder pump. He explained that during this work, a crushed drainage pipe was detected that Mr. Follert had attempted to also repair. Mr. Closson noted that the drainage pipe started on 670 East Wakefield and extended through the yard at 672 East Wakefield Boulevard before eventually discharging at the lakewall.

Mr. Closson reported that upon learning from staff that the work needed to be permitted, Mr. Follert immediately stopped all activity and installed a silt fence. He noted that the area had already been seeded and covered with straw. Mr. Closson explained that the owners were also intending to replace the existing walkway, also within an upland review area. Mr. Follert reported that the stairs had also been removed.

Mr. Kiely questioned why the equipment was there and whether the Town had received a permit for the work. Staff reminded him that Director of Public Works Jim Rollins had sought direction from this commission during the past year regarding what work needed to be formally permitted and which work was to be considered maintenance. At that time, the consensus of the Commission was to defer to Mr. Rollins' judgement in this regard. Mr. Follert explained that his equipment was only on site in order to do the sidewalk replacement and he had thought that the review area only extended fifty (50') feet.

Mr. Nalette questioned whether there has ever been a legal opinion received regarding the levying of after-the-fact fees. Staff reported that one had not.

The consensus of the commission was that the pipe discharging directly into the lake needs to be modified. More details on the drainage were also requested. Additionally, dimensions and details for the new walkway and stairs at 672 East Wakefield should also be provided at the next meeting. The Commission noted that a construction sequence ought to be provided, too.

Mr. Closson explained that the Sewer Department had removed the steps leading into the house and questioned whether the contractor could replace them before the next meeting. The consensus of the commission was that temporary steps should be utilized until the proposed permanent granite steps are included on the plan and reviewed by the Commission.

The Commission also agreed that the location of the sewer line should also be shown on the drawing.

**MOTION:** Mr. Nalette, Mr. Kiely second, to accept Application IWWC#19-21 Applicant/Owner: Kenneth Colucci Location: 672 East Wakefield Boulevard Proposal: Repair Existing Drainage; Replace Bituminous Walkway with Pavers, finding the proposed activity as not significant; unanimously approved.

**G. IWWC#19-22 Applicant/Owner: Meniscus Realty, LLC Location: 670 East Wakefield Boulevard Proposal: Repair Existing Drainage; Replace Bituminous Walkway with Pavers.**

This application was reviewed as part of the discussion of the application regarding 672 East Wakefield Boulevard with the Commission agreeing that they need more information on the proposed walkway.

**MOTION:** Mr. Nalette, Mr. Kiely second, to accept Application IWWC#19-22 Applicant/Owner: Meniscus Realty, LLC Location: 670 East Wakefield Boulevard Proposal: Repair Existing Drainage; Replace Bituminous Walkway with Pavers, find the proposed activity as not significant; unanimously approved.

**8. AGENT ACTIONS:**

**A. Determinations.**

None.

**B. Warnings/Violations.**

The agenda was modified to review 714 West Wakefield Boulevard ahead of the other warnings/violations.

**i. 714 West Wakefield Boulevard**

Dennis McMorrow, PE, of Berkshire Engineering, accompanied his client, Brett Stone, before the Commission. Mr. McMorrow reported having been advised by staff earlier in the week that a detailed erosion control plan and narrative, LID measures and a planting plan for this project should be submitted. Mr. McMorrow reminded the Commission that approval was granted previously by them for his client to demolish and reconstruct the house a distance of seven feet to the north. However, additional work was undertaken at the site which led to the request of town staff, according to Mr. McMorrow.

Mr. Stone reported that as he was excavating, the site was like a “junkyard” prompting him to remove what was found and clean up the site. He noted that during the site visit from staff and having been advised to stop further work and stabilize the site, he immediately installed silt fences, hay bales, and erosion control blankets. Staff confirmed that this was done within hours and that the applicant readily complied with her request.

The consensus of the Commission was that Mr. Stone would return the following month with a modified application indicating what has been done and what remediation will be undertaken.

**ii. 348 East Wakefield Boulevard**

Staff reported having spoken with the owner of 348 East Wakefield Boulevard, Bob Leach, reminding him that the canopy, former lift system, needed to be removed from his property. At that time, he reported that his neighbor was interested in utilizing it. Mr. Leach was advised that the neighbor would need to submit an application to this group prior to installing it.

Additionally, the permit that was granted for this property included the trampoline located on the other side from where it currently sits.

**iii. East Wakefield Boulevard Map 032/Block 105G/Lot 327**

Staff reported having tried to reach the owner of this property via phone but was unable to find a good number to do so.

The consensus of the Commission was that a Cease and Desist Order ought to be issued against them with a Show Cause Hearing to be held at the July 17, 2019 regular meeting.

**9. COMMUNICATIONS:**

Mr. Nalette updated the Commission regarding his conversation with Town Manager Bob Geiger about the town’s paper roads and what can be done to prevent them from draining onto the “wakefields” which then fill those catch basins. He reminded the Commission that the catch basins then drain into the lake. Mr. Geiger had reported that the Town is purchasing their own machine to vacuum and clean the catchments. Mr. Nalette indicated that the town is not likely to have a set schedule for the cleaning of catch basins soon.

Mr. Nalette also reported that as far as paper roads go, Mr. Geiger assured him that if this Commission determines a road with a problem, it can be discussed with him on a case by case basis.

**10. Other Business.**

**A. Adoption of Bylaws under Other Business.**

Mr. Nalette requested commissioners to review the current bylaws and prepare to share suggested revisions, if any, at next month’s meeting.

**11. ADJOURN:**

**MOTION:** Mr. Nalette, Mr. Kiely second, to adjourn at 10:13PM; unanimously approved.

**Respectfully submitted,**  
**Pamela A. Colombie**  
**Recording Clerk**