1. CALL TO ORDER/ROLL CALL:
Chairman Steve Mollinelli called the meeting to order at 7:00 PM.

Roll call was completed by Mr. Molinelli. Present at the meeting in addition to him were: Russ Davenport, Andrea Krawiecki, Jeff Lippincott, Mary Ann Marino, Leeane Marvin, Jackie Mulvey, Frank Olivieri, and Gary Paganelli.

2. APPROVAL OF MINUTES – OCTOBER 19, 2022 REGULAR MEETING:
MOTION: Ms. Mulvey, Mr. Paganelli second, to approve the October 19, 2022 Minutes; unanimously approved.

3. AGENDA REVIEW:
Under Agenda Review, Mr. Mollinelli recalled that an Agent Determination at 25 East Lake Street was completed but noted that it had not been carried on the agenda under 8.A. AGENT ACTIONS. Mr. Stankov confirmed that he had completed said determination and had published it in the newspaper this past month.

The agenda was modified to move Other Business: Possibly Reschedule December 21st Regular Meeting to December 14th Special Meeting prior to opening the public hearings.

4. OTHER BUSINESS.
A. Possibly Reschedule December 21st Regular Meeting to December 14th Special Meeting.
Mr. Mollinelli explained that he had added this as a discussion item in order to move it away from the holiday season to ensure that commissioners would be able to attend. Ms. Marino noted that she would not be able to make a December 21st meeting.

The consensus of the commission was to cancel the December 21st regular meeting and to schedule a Special Meeting for December 14th.

5. PUBLIC HEARINGS:
A. IWWC #22-37 Owner/Applicant: Catherine Lee Location: 102 Shore Drive Proposal: Dock and Boat Lift.
MOTION: Mr. Mollinelli, Ms. Marino second, to open the public hearing for IWWC #22-37; unanimously approved.

John Lauzon, noting that he was the neighbor of the owner/applicant, appeared before the commission regarding this application.

The hearing was open to the public. No comment was received.

MOTION: Mr. Mollinelli, Mr. Paganelli second, to close the public hearing for IWWC #22-37; unanimously approved.

B. IWWC #22-40 Applicant: Jim Rollins, Director DPW Owner: Town of Winchester Location: West Wakefield Boulevard over Taylor Brook Proposal: 15’x5’ Culvert Replacement.
MOTION: Mr. Mollinelli, Mr. Paganelli second, to open the public hearing for IWWC #22-40; unanimously approved.

Department of Public Works Director Jim Rollins appeared before the commission regarding this application.
The hearing was open to the public. No comment was received.

**MOTION:** Mr. Mollinelli, Ms. Mulvey second, to close the public hearing for IWWC #22-40; unanimously approved.

5. **OLD BUSINESS:**
   A. **IWWC #22-31**
      **Owner:** Camp Wahnee Associates  
      **Applicant:** Camp Wahnee  
      **Location:** 128 Wahnee Road  
      **Proposal:** Maintenance of Sandy Beach.

Neither the applicant nor a designated representative appeared before the commission regarding this application.

**MOTION:** Mr. Davenport, Ms. Mulvey second, to approve Application IWWC #22-31 Owner/Applicant: Camp Wahnee Associates Location: 128 Wahnee Road Proposal: Maintenance of Sandy Beach, subject to the standard 1-12 conditions along with the following additional conditions:

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 November 16, 2022, 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 shall 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.

13. The Inland Wetlands Enforcement Officer shall be notified when the process begins and ends each year.

14. Procedure to follow submitted documentation; 

   unanimously approved.

B. IWWC #22-37 Owner/Applicant: Catherine Lee Location: 102 Shore Drive Proposal: Dock and Boat Lift.

   MOTION: Ms. Krawicki, Mr. Davenport second, to approve Application IWWC #22-37 Owner/Applicant: Catherine Lee Location: 102 Shore Drive Proposal: Dock and Boat Lift; motion approved with Mr. Mollinelli, Mr. Davenport, Ms. Krawiecki, Mr. Lippincott, Ms. Marvin, Ms. Mulvey, and Mr. Paganelli in favor while Ms. Marino was opposed and Mr. Olivieri abstained.


William Carnelli and Linda Carnelli appeared before the commission regarding this application, accompanied by Robert Colabella of Lenard Engineering. Mr. Colabella presented his design for a rain garden to be located at the bottom of the proposed driveway.

   MOTION: Mr. Davenport, Mr. Paganelli second, to approve application IWWC #22-38, Owner/Applicant: William Carnelli and Linda Carnelli, Location: 664 East Wakefield Boulevard, Proposal: Garage, Front Entrance & Foyer, Expanded Living Space, and Spiral Staircase, subject to the standard 1-12 conditions along with the additional condition of a $1000 Erosion and Sedimentation Control Bond to be submitted before start of work; unanimously approved.

E. IWWC #22-40 Applicant: Jim Rollins, Director DPW Owner: Town of Winchester Location: West Wakefield Boulevard over Taylor Brook Proposal: 15’x5’ Culvert Replacement.

   MOTION: Mr. Davenport, Ms. Marino second, to approve application IWWC #22-40, Applicant: Jim Rollins, Director DPW, Owner: Town of Winchester, Location: West Wakefield Boulevard over Taylor Brook, Proposal: 15’x5’ Culvert Replacement, subject to the standard 1-12 conditions; unanimously approved.


Tom Nichols, acting as agent for the property owner, appeared before the commission. He presented his design for the project, as requested at the previous meeting by the Inland Wetlands Commission, which included the use of 6”-12” boulders with geotextile fabric to prevent the continued undermining and destabilization of the lake shore.

   MOTION: Ms. Mulvey, Mr. Lippincott second, to approve application IWWC #22-42, Applicant/Owner: Clarice N. Stevens, Location: 374 East Wakefield Boulevard, Proposal: Arm and Protect North Side of Shoreline from Erosion, subject to the standard 1-12 conditions along with the following additional conditions: 13. Erosion and Sedimentation Control bond of $1000 to be submitted before the start of work. 14. All work to be done to drawings submitted to office for this meeting; unanimously approved.

7. NEW BUSINESS:

Gary Beecher of Northwest Builders, Ltd. appeared before the commission regarding this application.

**MOTION:** Mr. Lippincott, Mr. Paganelli second, to accept and approve application IWWC #22-43 (Modification of IWWC#19-38) Owner: Able Sentry Limited, Applicant: Northwest Builders, Ltd., Location: 650 East Wakefield Boulevard, Proposal: Patio Replacement and Repoint Stairs, finding it not to be a significant impact, and subject to the standard 1-12 conditions; unanimously approved.

**B. IWWC #22-44**  
Owner: Estate of Kenneth J. Fracasso/Fracasso Realty  
Applicant: KJ Fracasso Industries  
Location: 137 Torrington Road  
Proposal: Earth Excavation and Movement in proximity to Still River.

Professional Engineer Robert Colabella of Lenard Engineering appeared before the commission regarding this application. Mr. Colabella began his presentation by providing some of the history of the property – how it had once been an active Earth Excavation site under Cole River Transportation before being purchased by KJ Fracasso Industries, the subdivision plan that was drafted for the site and approved by Planning and Zoning but never completed, how excavation of earthen material on the site continued after the expiration of the Earth Excavation Permit, and how KJ Fracasso Industries was sent a Notice of Violation and Order to Correct by the Land Use Office.

Mr. Colabella next detailed how Lenard Engineering had been retained to create a plan to correct this violation and complete all relevant site work on the lot. He presented the plan, noting that most of the work was outside of the wetlands, but that there had been stockpile of earthen material at the wetlands edge and the Upland Review Area, and that the site featured an intermittent wetland that had been filled in in past years. He noted that restoration efforts would be needed for the site, including the import of significant amounts of topsoil.

**MOTION:** Mr. Davenport, Ms. Krawicki second, to accept application IWWC # 22-44 Owner: Estate of Kenneth J. Fracasso/Fracasso Realty, Applicant: KJ Fracasso Industries, Location: 137 Torrington Road, Proposal: Earth Excavation and Movement in proximity to Still River, finding the activity not to have a significant impact on wetlands but to schedule a public hearing for public interest on December 14, 2022 and to send the project out for independent engineering review; unanimously approved.

**C. IWWC #22-45**  
Owner/Applicant: Block Properties, LLC  
Location: 936 Main Street  
Proposal: Remove existing mobile homes, repour concrete pads, reinstall new homes.

Michael Block of Block Properties, LLC appeared before the commission regarding this application. After discussing the proposal and the commission having an opportunity to question Mr. Block on his planned development activity, the consensus of the commission was that the matter could be handled through an agent determination.

**MOTION:** Ms. Krawicki, Mr. Paganelli second, to accept application IWWC #22-45, Owner/Applicant: Block Properties, LLC, Location: 936 Main Street, Proposal: Remove existing mobile homes, repour concrete pads, reinstall new homes, and, finding it not to be a significant impact, refer for an agent determination; unanimously approved.

**D. IWWC #22-46 (Modification of IWWC#21-15)**  
Owner: Jonathan Yolles and Sara Yolles  
Applicant: Bryce Zygmont  
Location: 504 West Wakefield Boulevard  
Proposal: Repair damaged section of lake wall.

Bryce Zygmont appeared before the commission regarding this application. Mr. Zygmont explained the project to be a replacement of a section of dry stacked lake wall that had collapsed when a tree behind the wall came down. He intends to pull the wall stones from the lake, rebuild the wall in kind, and backfill with crushed stone.

**MOTION:** Mr. Lippincott, Mr. Paganelli second, to accept application IWWC #22-46 (Modification of IWWC#21-15), Owner: Jonathan Yolles and Sara Yolles, Applicant: Bryce Zygmont, Location: 504 West Wakefield Boulevard, Proposal: Repair damaged section of lake wall, finding it not to be a significant impact;
motion passed with Mr. Mollinelli, Mr. Davenport, Ms. Krawiecki, Mr. Lippincott, Ms. Mulvey, Ms. Marino, Mr. Olivieri and Mr. Paganelli in favor while Ms. Marvin abstained.

8. Agent Actions.
   A. Determinations.
   An agent determination at 25 East Lake Street was discussed earlier in the meeting.
   B. Warnings
   No discussion.
   C. Violations.
      i. North Main Street (18.1 acre parcel located behind 493 North Main Street).
      Mr. Stankov reported that this violation was moving forward in court, with the Town Attorney seeking a judgement that would see the property permanently stabilized.
      ii. 308 East Wakefield Boulevard.
      Mr. Stankov reported that he had recently been in contact with this property owner after sending the file to the Town Attorney to begin a lawsuit. The property owner is attempting to acquire a new engineer.
      iii. 713 East Wakefield Boulevard.
      Mr. Stankov noted that there was no new information to report.
      iv. 182 Shore Drive.
      Mr. Stankov reported this violation to be closed.
      v. East Wakefield Boulevard (MBL 032/105G/327) (Koplar).
      Mr. Stankov presented his pictures showing the structure beneath the water, including the legs of the dock not extending into the lakebed. Discussion ensued about whether to release the violation given that Mr. Koplar had attested to this fact exactly.
      vi. 257 Colebrook Road.
      Mr. Stankov reported that the property owner had acquired a survey and was preparing the application but had a sickness in the family and was unable to submit the application for this month’s meeting.
      vii. 203 West Wakefield Boulevard.
      Mr. Stankov reported reaching out to the new property owners about correcting the final violation at the property, but had not heard back at this time.
      viii. 132 Wahnee Road.
      It was noted that the application related to this violation was approved earlier in the meeting.
      x. 102 Groppo Drive.
      Mr. Stankov reported that the site was stable but noted that he would continue monitoring.
      xi. 139 West Wakefield Boulevard.
      Mr. Stankov reported that he had responded to a letter sent by the property owner more fully explaining the changes that had occurred in the dock and mooring ordinance that made their ongoing activity impermissible.

9. Communications and Bills.
   No discussion.

10. OTHER BUSINESS:
    A. Discussion on Application Modifications.
    No business discussed.
    B. Report from Department of Public Works Liaisons – Russ Davenport and Jeff Lippincott.
    No business discussed.
    No business discussed.

11. ADJOURN:
    MOTION: Mr. Davenport, Mr. Paganelli second, to adjourn the meeting at 10:03 PM; unanimously approved.
    Respectfully submitted,
    Pam Colombie, Land Use Assistant
    (From the hand-written notes of Town Planner and Director of Land Use Lance Hansen)