

WINDSOR LOCKS INLAND WETLANDS WATERCOURSES  
COMMISSION WEDNESDAY AUGUST 6, 2014, 7:00 PM.

COMMISSION MEMBERS PRESENT: Ms. Dulka, Mr. Courtney,  
Mr. Crochetiere, Mr. Giaccone, Mr. Malone, Ms. Perrier.

Also Present: Ms. Maura Robie, Wetlands Agent, Mr. Tim Wentzell, Conn  
Property Engineering

*Rec'd  
8/13/14  
[Signature]*

Ms. Dulka called the meeting to order at 7:00 PM.

**Approval of 7-2-2014 Minutes:** Ms. Dulka asked for a motion to accept the 7-2-2014 minutes. A Motion to accept the Minutes was made by Mr. Courtney, seconded by Mr. Giaccone. Motion carried.

**Old Business:**

**75 Tracy Circle.** See Ms. Robie's Wetland Agent's Report dated 8/6/2014 regarding her site visit July/14/2014. Since Mr. Dana Steele had not yet arrived at the meeting over her visiting Mr. Frawley's property with him, she asked to shelve any discussion until he arrived. Since Mr. Steele did not arrive before the meeting ended Ms. Robie read from a letter from Mr. Frawley suggesting the town should bear the responsibility and costs of repairing the problem.

**CT Water Company:** See Ms. Robie's Wetland Agent's Report dated 8/6/2014  
**3 Industrial Road:** See Ms. Robie's Wetland Agent's Report dated 8/6/2014 in regard to the ten additional shrub plantings in the fall. She expressed a belief that the landscaper was unreliable. Mr. Crochetiere agreed saying he had experienced problems too. Ms. Dulka advised Ms. Robie to keep reminding the landscaper of his commitment.

**Seymour Brook (UTC Aerospace):** No Update. Ms. Robie asked Ms. Dulka if she would like her to call UTC about this item, Ms. Dulka told her to do so.

**Woodbridge:** See Ms. Robie's Wetland Agent's Report dated 8/6/2014.

**New Business:**

**A. Receive New Applications:** None

**B. Agent Review:**

**Fox Hollow:** See Ms. Robie's Wetland Agent's Report dated 8/6/2014. Ms. Dulka asked Ms. Robie if she wanted to wait to discuss Fox Hollow until Mr. Steele was present. Ms. Robie agreed to wait. Mr. Steele did not attend the meeting so Mr. Tim Wentzell spoke to the commission about Fox Hollow about the application to fix erosion. Ms. Dulka said she would prefer to wait until Mr. Steele provided the Commission with a full report or come to the next meeting.

**14 Glenbrook Drive:** Ms. Dulka informed the Commission that the lawn has no bearing on this application,, and will be brought up after a decision to accept or

deny it.. See Ms. Robie's Wetland Agent's Report dated. 8/6/2014. During the meeting, Ms. Robie handed out maps of the property to the commission members. After Ms. Robie went over prior Wetlands actions in regard to allowing steps to the ground, Ms. Dulka stated that several past decisions, setting a president, inviting added activity in the watercourse should all be considered with this application. After some discussion, Ms. Dulka asked for a motion to end the discussion. Mr. Crochetiere made a motion to end the debate, seconded by Ms. Dulka. Motion carried. Ms. Dulka asked for a motion on the application. Motion to deny the application made by Mr. Giaccone, seconded by Mr. Crochetiere. Motion carried.

In reference to the size of the lawn mentioned by Ms. Dulka, Ms. Robie said there is 32 feet of lawn from the back edge of 14 Glenbrook Drive to a the edge of the watercourse. According to the final as built plan dated 9/26/2001, the area should be only 20 feet. Ms Dulka stated that this is a violation of the original Permit Restriction, and has instructed Ms. Robie to send a letter to the Association to appear before the Commission at the next meeting

**UTAS:** See Ms. Robie's Wetland Agent's Report dated. 8/6/2014.

**C: Public Hearings:** none

**Other Concerns:** Ms. Dulka asked for a motion to add an item to the agenda. Mr. Courtney made a motion to add an item to the agenda, seconded by Mr. Crochetiere. Motion carried. Mr. Courtney made a motion to add Executive Session to the Agenda seconded by Mr. Crochetiere. Motion carried.

**Adjournment:** Ms Dulka asked for a motion to adjourn the meeting at 8:00 PM. Mr. Crochetiere made a motion to adjourn, seconded by Mr. Giaccone. Motion carried.

**Executive Session.** Ms. Dulka asked for a motion to close the Session. Mr. Courtney made a motion to close the session at 8:37 PM. Mr. Crochetiere seconded the motion. Motion carried

**Respectfully Pauline G. Taylor, Secretary.**

# Town of Windsor Locks

Maura Robie  
Wetlands Agent  
Blight Officer



*Rec'd  
8/13/14*  
*[Signature]*  
Building Department  
Town Hall  
50 Church Street  
Phone 860-627-1447  
Fax 860-654-8921

MEMO Wetland Agent Report  
To: Windsor Locks Inland Wetlands & Watercourses Commission  
From: Maura Robie, Wetlands Agent  
Date: 8/6/2014

## Update of Permit follow-up / old business

- 1) **75 Tracy Cir./81 Tracy Cir.** – 7/14 Dana and I met at the site. Dana did not feel that the erosion issues that David Askew referred to in his report needed immediate attention. Since the vegetation growth prohibits getting a good view of the situation, he recommends we wait until the fall or when vegetation dies back a bit. Follow up email from Dana states:

We visited Mr. Frawley's property again today to evaluate the area of "active erosion" identified in Dave Askew's report. The area in question appears to be well within Mr. Frawley's property (based on existing fencing). However, access to this area would require temporary disturbance of Mr. Frawley's backyard. There was evidence of sediment deposits in the brook, as there are throughout the brook. This may be the result of past upstream erosion. The bank at the area in question was not easily accessible but did appear to be undercut by the brook flow. However, the degree of impact did not appear to be severe and I would recommend we wait until the fall when we can get a closer look at all the stream banks and clearly define the limits of the areas of "active erosion".

- 2) **CT Water Company** – 7/28 Spoke with Dean Gustafson, All-Points Technology. Dean needs to plan a timeframe for work soon with Distinctive Tree. He will let me know so I can be involved in the pre-construction meeting according to the permit.
- 3) **3 Industrial Rd** – 7/25 I emailed Kate Bednaz to proceed with recommendations in her 1 year post construction report of July 2. Applicant will install 10 additional shrub plantings outside of the area of inundation, additional New England Erosion Control/Restoration mix seed application within the area of inundation, and mowing once a year in the fall in the inundated area to maintain as a meadow. All plantings to be installed when weather conditions are favorable for success. I also noted they be sure to plant the proper size of shrubs (3-4' feet on most, 4-6' for Mountain Laurel) to help with survival rates as I don't believe these sizes were originally planted and the importance to notify me for inspection when complete.
- 4) **Seymour Brook (UTC Aerospace)** – No update.
- 5) **Woodridge** – 8/1 Report from Ken Sabine – They have dug and poured concreted walls for unit's #15-17. Backfill should be done by 8/4. Silt fence installed around soil piles to further protect catch basin #8. Grass & plants have grown in and lawns are being mowed weekly. New and old S&E controls are being added and maintained.

## Agent Reviews

- 1) **Fox Hollow** – Application to fix erosion issues by creating a riprap swale in southern section by pump station and resetting existing pipe / removing existing headwall and adding riprap in a section north of that. 7/2 Dana emailed CT Property Engineering for the following:
  1. supporting drainage calculations to verify the proper sizing of the riprap
  2. change to riprap the entire channel between the swale and the 48" RCP outlet
  3. he is questioning the depth of riprap shown on the details as 12", for intermediate riprap it should be 18"
  4. he would like the plan to include a recommended construction sequence and temporary erosion controls downstream from the work area to protect Strawberry Meadow Brook

7/23 CT Property Engineering mailed some of these changes to commission members.

As long as he receives all changes in time, Dana recommends approval and is comfortable with putting changes as conditions of approval.

- 2) **14 Glenbrook Dr – IWWC meeting 7/2** Commission voted to add & receive application from Dorothy Brooks of 14 Glenbrook to install 3 or 4 stairs off her existing deck. I am recommending that the commission approve the adding of stairs.
  1. The condominiums were approved to be built on April 5, 2000 by the wetlands commission with approximately 1800 sq. ft. of wetlands impacted next to units 13 & 14. At the October 4, 2000 meeting, the commission approved addition of non-access decks to units 13, 14, 15, 18, & 19. At this time, the commission had an opportunity to not allow any wetlands impact. The wetlands impact is greatest when changing the land use of an adjacent upland. Adding stairs to the lawn area will not add any further impact at this point, it will simply change the access point for the homeowner in the continued use and enjoyment of the backyard lawn. The thick vegetation/trees on the stable slope leading to Kettle Brook is an adequate buffer to protect the wetland, while still allowing for use and enjoyment of the condominium backyards.
  2. In a report dated April 21, 2014, David Askew, Professional Soil Scientist/Certified Erosion Control Professional gave his opinion that construction of stairs from the deck to the yard will have no negative impact on wetlands or watercourses and there will be no loss or decrease of existing wetland functions.
  3. According to the above referenced report, there is 32 feet of lawn from the back edge of unit 14 to the vegetated area at the top of the slope. According to the Final As-built Plan dated September 26, 2001, the lawn area to the vegetated area should be approximately 20 feet. It appears the lawn was extended at least 12 feet beyond what the plans called for. I recommend requiring the condominium association to install and upkeep informational signage along the top of slope to alert residents as to the sensitive wetlands (tributary of Kettle Brook). See handout examples.
- 3) **UTAS** – 7/2 Reviewed parking lot G & H improvements at Hamilton Sundstrand (UTAS). The closest point from the parking area to wetlands is 170 feet, so no wetlands permit is required. However, it is within the drainage area for Seymour Hollow Brook, which has had flooding issues in the past. Dana has informed me they will be designing a detention basin to mitigate stormwater impacts and he will be reviewing those calculations for Planning and Zoning permitting.