

**INLAND WETLANDS & WATERCOURSES AGENCY
OF THE CONSERVATION COMMISSION OF THE CITY OF BRISTOL
MINUTES
REGULAR MEETING OF MONDAY DATE, JULY 1, 2024**

By: Chairman Fisk

Time: 6:30 P.M.

Place: City Hall
Council Chambers
111 North Main St.
First Floor

AGENCY MEMBERS	NAME:	PRESENT	ABSENT
REGULAR AGENCY MEMBERS	Zachary Fisk (Chairman)	X	
	Michael Robinson (Vice Chairman)	X	
	David Rooks (Secretary)	X	
	James Carros	X	
	Daniel Massaro, Jr.	X	
	James Ritchie	X	
	Faye Duquette	X	
ALTERNAME AGENCY MEMBERS	Greg Klimek	X	
	Laura Valentino	X	
STAFF	Raymond Rogozinski, P.E., Director of Public Works	X	

Chairman Fisk designated regular Agency Members Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk to vote on the Public Participation.

Chairman Fisk reminded the Agency Members the next Meeting of the Inland Wetlands & Watercourses Agency of The Conservation Commission Monday, August 12, 2024 (Special Meeting.)

1. Pledge of Allegiance
2. Call to order
3. Public Participation

There was no public participation.

4. Approval of Minutes
 - a. Regular Meeting – June 3, 2024

MOTION: Move to approve the June 3, 2024, regular meeting minutes, as amended.

By: Robinson

Seconded: Rooks

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

10 Communications

C. IWWC Meeting Date Change – August Regular Meeting

Chairman Fisk, stated we have been asked to move the August meeting due to scheduling conflicts.

Raymond Rogozinski, Director of Public Works, stated that there is early voting and this is why the meeting has to be rescheduled.

MOTION: to approve the August 12, 2024 rescheduled meeting date.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

Chairman Fisk moved up application # 2033 on the agenda.

- a. Application #2033 – Wetlands application to add approximately 80 cubic yards of top soil on existing field to a depth of approximately 2 inches and re-seed at 1001 Stafford Avenue; Assessor's Map 53, Lot 148; St. Paul Catholic High School, applicant.

The Commission received the following items in their electronic packets:

- a. Assessor's Map with Inland Wetlands Watercourse Layers
- b. Application
- c. Plan (Electronic Copy Only)

MOTION: Move to receive Application #2033.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

The application is received.

Bob Fioroto, 163 Hepworth St, St. Paul's football booster club, stated they are asking to place 80 square yards of top soil on the practice field at St. Paul's High School so the team can practice on a safer field.

Cary M. Dupont of St. Paul Catholic High School, 1001 Stafford Ave., Bristol, representing the applicant, explained this field is only used for practice drills. No games or scrimmages are held there.

Raymond Rogozinski, Director of Public Works, clarified that this is a practice field, adjacent to the main field and it is in the upland review area and looking to place 80 cubic yards of top soil over the field.

MOTION: Move to declare Application #2033 a non-significant activity.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.
Against: None.
Abstained: None.

The application was declared a non-significant activity.

Raymond Rogozinski, Director of Public Works, stated that staff has reviewed the application and recommends approval with standard stipulations.

MOTION: Move to approve Application #2033 – Wetlands application to add approximately 80 cubic yards of top soil on existing field to a depth of approximately 2 inches and re-seed at 1001 Stafford Avenue; Assessor’s Map 53, Lot 148; St. Paul Catholic High School, applicant, in accordance with the plot plan and information submitted with standard stipulations.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

The application is approved.

6 Receipt of New Applications

- b. Application #2034 – Wetlands application to construct a wetland’s crossing (access bridge) to rear of property and construction in the upland review area (two new single-family residential homes) as part of a greater 16 lot single-family residential subdivision at 260 Perkins Street and Rear Lot; Assessor’s Map 60, Lots 12-5 & 11 (Rear Lot); P&B Properties LLC, applicant.

The Commission received the following items in their electronic packets:

- a. Assessor’s Map with Inland Wetlands Watercourse Layers
- b. Application (revised)
- c. Narrative of Environmental Evaluation of the proposed project (25 Pgs.) that included Soil Scientist’s Wetland Evaluation Report; Wetland Survey Photos; Maps; NDDB Preliminary Site Assessment; Boboske Perkins St. Bristol Map
- d. Stormwater Management Report, dated June 17, 2024, prepared by LBM Engineering, LLC (13 Pgs.)
- e. Maps of proposed houses (4 Pgs.)
- f. Draft of Stormwater Management Plan (4 Pgs.)
- g. Stormwater Report, dated June 17, 2024 (21 Pgs.)
- h. Plan (Electronic Copy Only) (11 Pgs.)

MOTION: Move to receive Application #2034.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

The application is received.

Chairman Fisk, stated that he doesn’t feel that the application completely describes the proposed activities. He is asking for the application to be postponed until next month.

Attorney Timothy Furey, 43 Bellevue Ave., representing the applicant, explained that the application has been submitted with detailed plans, reviewed with staff and amended per their request. The application is complete.

Chairman Fisk, stated that in his mind it does not completely describe the proposed activities and has some concerns.

Attorney Timothy Furey, 43 Bellevue Ave, stated it includes detailed plans and phasing. It is ready to be accepted. I am asking to schedule a public hearing.

Chairman Fisk, stated that he is not scheduling a public hearing until the activity proposed is understood.

Greg Klimek, Alternate commissioner asked Ray Rogozinski if he has reviewed the application and his opinion.

Raymond Rogozinski, Director of Public Works, stated yes, he has reviewed the application and materials. Ultimately, the question from the Chairman is whether the application form accurately depicts the actual work.

Chairman Fisk, stated that on the application it appears there is a bridge and that it does not impact the wetlands, there is also no mention of a road to access two homes which would be in the upland area and it does not state how it would not impact the wetlands.

Attorney Furey, 43 Bellevue Ave, stated that is the purpose of the public hearing and review the plans with the staff. Attached to the application are detailed plans that include phasing.

Chairman Fisk, stated that the importance of the application form is to understand the activity and this is the place to come to and it doesn't show the activities that could be better summarized on the application.

Attorney Furey, 43 Bellevue Ave. stated that there are 66 pages included with this application and he wants to remind the members of the commission if they have a personal interest or predetermined this application you need to disqualify yourself. You have 65 days to schedule a public hearing and that starts today. If the staff want additional information, we are happy to provide it. I disagree with your evaluation and if the staff wanted additional information and, in this case, they did and we amended the application to accommodate their request.

Raymond Rogozinski, Director of Public Works, spoke, to clarify from staff perspective that the concern as chairman is that the application form doesn't really depict the proposed work. This will be the same next month unless the applicant revises it. The chairman recommend that the commission not schedule a public hearing and ask the applicant to update the form.

Chairman Fisk, stated yes that is what I recommend.

Attorney Furey, 43 Bellevue Ave, stated that this puts the commission at risk for what you are trying to achieve to have this vetted properly because we submitted the application that complies with the requirements of the regulations and the clock to hold the public hearing. If thru the chairman, you reach out to public works director and he asks for additional information we are happy to supplement the record with whatever is appropriate. I encourage you as a commission to schedule it.

Commissioner Rooks stated that he just received the documents this weekend and has not been able to go thru the whole plan. He stated that he is not ready to decide if it's a significant activity and he agrees with Chairman Fisk that it needs to be postponed. The application can return in August or can be scheduled a special meeting.

Chairman Fisk stated that there also appears that you are doing work in the wetlands and beyond 100 feet there is work happening. There are two boxes in 5C that should be checked off so it's confusing to me as a commissioner on here for over 20 years.

Attorney Furey, stated that you are creating an appealable issue. If it is not scheduled within 65 days of tonight it is an automatic appealable issue.

MOTION: Move to postpone Application #2034 – Wetlands application to construct a wetlands crossing (access bridge) to rear of property and construction in the upland review area (two new single-family residential homes) as part of a greater 16 lot single-family residential subdivision at 260 Perkins Street and Rear Lot; Assessor’s Map 60, Lots 12-5 & 11 (Rear Lot); P&B Properties LLC, applicant, in accordance with the plot plan and information submitted with standard stipulations.

By: Rook

Seconded: Robinson

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: Ritchie

The application is postponed.

Raymond Rogozinski, Director of Public Works, advised the public to monitor the cities website as there may be a need for a special meeting due the possibly being 4 days short of August 12th.

5 Public Hearings

a. Application #2032 - Wetlands application for the reconstruction of Minor Street including drainage at the intersection of Minor Street and Hill Street extending approximately 475 feet west and within City of Bristol Right-of-Way; City of Bristol, Department of Public Works, applicant.

a. Assessor’s Map with Inland Wetlands Watercourse Layers

b. Application

c. Plan (Electronic Copy Only)

d. Sign Posting Map

Chairman Fisk reviewed the onsite minutes and read into the record.

Greg Klimek, stated he was onsite on Tuesday, and knows he cannot vote but wants it on the record.

MOTION: To file the onsite minutes for application # 2032.

By: Rooks

Seconded: Robinson

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None

MOTION: Move to receive Application #2032.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

The application is received.

MOTION: Move open a public hearing

By: Robinson

Seconded: Rooks

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.
Against: None.
Abstained: None.

The hearing is open.

William Stango, Civil Engineer, City of Bristol, Dept. of Public Works, 111 North Main St., representing the applicant, explained that the purpose of the project is to install drainage and construct a roadway from Minor Street and Hill Street. The project is being done due to the serious erosion of the roadway and at completion to accept as city road.

Raymond Rogozinski, Director of Public Works, clarified that the Department of Public Works plans to improve the road, but is not accepting the road as a city roadway. It is only to reduce the ongoing maintenance of the road itself.

Katie Kearney, 43 Minor Street, spoke of her concern of the poor drainage and her eroding driveway over the past three years. She has filed a claim back then and has never heard a response regarding it. She is also asking where the water will be draining to.

Raymond Rogozinski, Director of Public Works, stated that this was not the forum for the inland wetland commission, but she can call him tomorrow for information on the claim.

Wally Frechette, 355 Hill Street, asked what will happen with the water in the channel as it is already overflowing there.

William Stango, Civil Engineer, stated that there is no change to the water flow, that it is only changing the drainage and erosion issue. Its not the scope of the project to change the conditions of the channel. The proposal is no net impact.

MOTION: to close the public hearing

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.
Against: None.
Abstained: None.

The public hearing is closed.

MOTION: Move to approve Application #2032 - Wetlands application for the reconstruction of Minor Street including drainage at the intersection of Minor Street and Hill Street extending approximately 475 feet west and within City of Bristol Right-of-Way; City of Bristol, Department of Public Works, applicant, in accordance with the plot plan and information submitted with standard stipulations.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.
Against: None.
Abstained: None.

The application is approved.

6 Old Business

Doug Towne, 42 Paul Street, presented a letter from an engineering firm he is looking to hire and is asking if this is the right thing, he should be doing regarding the direction he was given from the board regarding his property.

Raymond Rogozinski, Director of Public Works, read into the record the letter presented to the board. He stated that if the board recommended him to hire an engineer, then he can do so. He can get the records from public works department.

Raymond Rogozinski, Director of Public Works, introduced Anthony Laurenzetti to the commission. He stated that Tony has worked the past year in the engineering department filling in and he will be the new liaison attending the wetlands meeting starting next month.

Anthony Laurenzetti, engineer liaison with City of Bristol, introduced himself to the commission and gave a summary of his experience.

Chairman Fisk, stated he was contacted by a resident on Royal Drive and was asking about an issue happening there.

Raymond Rogozinski, Director of Public Works, stated that a house on the corner was submitted an application thru the building department to build a roof over an existing impervious concrete patio. An adjacent property owner was concerned that the city did not have a public hearing. Ray told them that is not a wetland requirement for this issue. It is an existing impervious area and no permit is required from wetlands.

8. New Business

Chairman Fisk, asked about how to handle public participation and timing especially at these large applications.

Raymond Rogozinski, Director of Public Works, recommended that the commission adapt the policy and procedure that the zoning commission has. It limits the speaking to three minutes and have a prepared document that is available. HE does recommend that it be posted so people have it and know the expectations.

MOTION: to adapt the Zoning Commission policy with respect to public comment during public hearings and notify the public ahead of time.

By: Rooks

Seconded: Robinson

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

7 Staff-Reports

a. IWWC Report – June 2024

The Commission received the following items in their electronic packets:

a. Inland Wetlands Enforcement Officers report dated June 25, 2024.

MOTION: Move to file the report from the Inland Wetlands Zoning Enforcement Officer.

By: Robinson

Seconded: Carros

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

The report is filed.

10. Communications

- a. City Council Appointment Letter – Laura Valentino

The Commission received the following item in their electronic packets:

- a. Letter dated June 12, 2024, from Erica Cabiya, CCTC, Town and City Clerk, regarding the appointment of Laura Valentino as an alternate member of the Agency.
- b. CACIWC 50th Anniversary

The Commission received the following item in their electronic packets:

1. Membership Renewal Form undated, from CT Association of Conservation and Inland Wetlands Commissions, Inc. (CACIWC), regarding the membership renewal for the Agency.

11. Adjournment

MOTION: Move to adjourn at 7:30 P.M.

By: Robinson

Seconded: Rooks

For: Duquette, Robinson, Carros, Massaro, Ritchie, Rooks and Fisk.

Against: None.

Abstained: None.

Respectfully submitted,
Laura Leger

Zachary Fisk, Chairman
Bristol Inland Wetlands and Watercourses Agency of the
Conservation Commission of the City of Bristol

David Rooks, Secretary