

**INLAND WETLANDS & WATERCOURSES AGENCY
OF THE CONSERVATION COMMISSION OF THE CITY OF BRISTOL
MINUTES
REGULAR MEETING OF MONDAY, SEPTEMBER 8, 2025**

By: Chairman Fisk

Time: 6:30 P.M.

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

MEMBERS	NAME:	PRESENT	ABSENT
REGULAR MEMBERS	Zachary Fisk (Chairman)	X	
	Michael Robinson (Vice Chairman)	X	
	David Rooks (Secretary)	X	
	James Carros	X	
	Daniel Massaro, Jr.	X	
	Faye Duquette	X	
	Laura Valentino		X
ALTERNAME MEMBERS	Greg Klimek	X	
	Joseph Longo		X
STAFF	Anthony Lorenzetti, P.E., City Staff	X	

1. Call to Order

Per the order of Chairman Fisk, the meeting was called to order at 6:30 P.M.

Chairman Fisk reminded the Agency the next Regular Meeting of the Inland Wetland Agency is Monday, October 6, 2025.

2. Public Participation

Chairman Fisk designated himself, regular Commissioners Robinson, Carros, Massaro, and Rooks with alternate Commissioner Klimek to vote on the Public Participation.

Mary Rydingsward, 176 Marcia Dr., wanted to speak to the Commission about remediation of the parking on the New Britain Water Dept. Water Supply, Water Shed, of the softball field and Mix St. and Maltby St. perimeters. Ms. Rydingsward noted the Regional Little League Tournament had excessive parking on the street and directed people to park on the "softball field." Ms. Rydingsward explained she spoke to various City Staff and got the Dept. of Public Health's view of drinking water, wells and the aquifer in the area. Ms. Rydingsward's concern was to keep petroleum products off the soil. Ms. Rydingsward shared a PowerPoint presentation of the Dept. of Public Health. Ms. Rydingsward indicated there used to be enforcement of no parking on the street but now there were no parking signs on the street. Ms. Rydingsward's view was this concern of watershed and water supply. Ms. Rydingsward gave a history of ownership and uses allowed on the property. Ms. Rydingsward requested some hardscape for parking during events. Ms. Rydingsward was unsure of what actions the Commission may take because it was a City of Bristol owned property.

Commissioner Robinson noted the vehicles were usually directed to park on the St. Paul's schools property with shuttle buses. Commissioner Robinson said that now boulders were in place to prevent people parking in certain areas. Commissioner Robinson said something must have changed for the parking for the Little League Tournament, but something should be done about this concern.

Chairman Fisk concluded the Commission may send a letter to the Little League Tournament to be alerted this was a sensitive area and to relocate the parking of vehicles. Chairman Fisk recommended to place the item on the October meeting agenda.

MOTION: Move to place it on the agenda (Mix St. parking concerns) on the October 6, 2025, agenda.

By: Robinson

Seconded: Klimek.

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

Against: None.

Abstained: None.

3. Approval of Minutes

a. Regular Meeting - August 4, 2025

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, and Rooks with alternate Commissioner Klimek to vote on the August 4, 2025, regular meeting minutes.

MOTION: Move to approve the minutes of the August 4, 2025, regular meeting.

By: Klimek

Seconded: Robinson.

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

Against: None.

Abstained: None.

4. Receipt of New Applications

- a. Application #2054 - Wetlands application for the demolition of an existing structure and filling of the foundation and abandonment of well and septic at 975 Willis Street; Assessor's Map 6, Lot 2-1; Alterio Tractor Pulling, LLC, applicant.

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, and Rooks with alternate Commissioner Klimek to vote on Application #2054.

The Commission received the following items in their electronic packets:

- a. Assessor's Map with Inland Wetlands Watercourse Layers
- b. Application
- c. Narrative, undated
- d. Asbestos Inspection report dated August 18, 2025

The following items were submitted into the record:

- a. Receipt dated August 22, 2025, from Town of Wolcott;
- b. Letter dated September 8, 2025, from Gilland and Gilland, regarding Application #2054;
- c. Letter dated September 7, 2025, from Jacquelin Gun and Rod Club, regarding the demolition of the house;
- d. Building Residential Permit, dated August 29, 2025, from the Town of Wolcott;
- e. E-mail dated September 8, 2025, from the Bristol Burlington Health District, regarding the septic system abandonment;
- f. Receipt dated August 27, 2025, from Bristol Burlington Health District.

Attorney Richard Gilland, Jr., 97 Main Street, Thomaston, representing the applicant and the property owner, explained the property had 2 acres in Bristol and 1 acre in Wolcott for a total of 3 acres. Attorney Gilland verified there was an existing house on the property that was located in Bristol and partially in Wolcott. The attorney indicated the applicant is requesting to demolish the existing house to return the property to its natural state. Attorney Gilland said the mapping showed the work to be done on the property. The attorney said there would be no materials stored on the site from the demolition and removed by an environmental company. Attorney Gilland specified a silt fence would be installed on the property. The attorney noted the Town of Wolcott issued a

demolition permit noting that the Jacklin Pond was across the street. Attorney Gilland reviewed the letter received from the Jacklin Gun and Rod Club property owners that had no concerns with the application.

Commission inquiries: Attorney Gilland verified the demolition permit was not applied for yet in Bristol.

MOTION: Move to receive Application #2054.

By: Robinson

Seconded: Klimek.

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

The application is received.

MOTION: Move to declare Application #2054 a complete application.

By: Robinson

Seconded: Klimek.

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

The application was declared a complete application.

MOTION: Move to declare Application #2054 a non-significant activity.

By: Robinson

Seconded: Rooks.

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

The application was declared a non-significant activity.

Matthew Alterio, Alterio Tractor Pulling, LLC, 37 Cold Spring Dr., Oxford, the applicant's contractor, explained the silt fence would remain in place because there was a machine finish. Mr. Alterio said his company does not remove the silt fence for six-months. The contractor said the fence only lasts about six months.

Commission inquiries: Mr. Alterio reviewed the process for demolishing the foundation to be a caved-in demolition and the property would be leveled, but the foundation would not be removed. The contractor's view was that the process would stabilize the property.

Attorney Gilland noted the applicant would place the recommended native seed on the site from the Commission.

Commission inquiries: The attorney read into the record an e-mail received on September 8, 2025, from the Bristol Burlington Health District for the septic system abandonment. Attorney Gilland noted the water lines were disconnected from the property.

No one else spoke in favor of the application.

No one spoke against the application.

MOTION: Move to approve Application #2054 – Wetlands application for the demolition of an existing structure and filling of the foundation and abandonment of well and septic at 975 Willis Street; Assessor's Map 6, Lot 2-1; Alterio Tractor Pulling, LLC, applicant, in accordance with the plot plan and information submitted with the standard stipulations and the following stipulations:

1. Standard stipulations 1 through 21 (attached.)

2. The silt fence shall remain in place.
3. Plant area with an appropriate native species to stabilize the area to prevent invasive species growing.

By: Robinson

Seconded: Klimek.

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

The application is approved with stipulations.

5. Old Business

- a. Cease & Correct - 360 King Street & Lot 47-5-1

The Commission received the following items in their electronic packets:

- a. Map "entitled Skytop Enterprises, LLC, revised date July 21, 2025, prepared by Cole Civil + Survey.

The Commission received the following items in their electronic packets **PREVIOUSLY**:

- a. Map "entitled Skytop Enterprises, LLC, dated June 26, 2025, prepared by Cole Civil + Survey.

The Commission agreed to continue the Cease & Correct at 360 King Street & Lot 47-5-1 to the October 6, 2025, meeting.

Mr. Lorenzetti detailed the process for the items received for the Cease and Correct for 360 King Street & Lot 47-5-1. Mr. Lorenzetti indicated that engineered plans were received for the Cease and Correct.

Jason Levine, 380 King Street, president, of Kingsbury Farms town Homes, representing the residents, inquired of the reasons the application is proposed to be approved because the upland review areas do not align with the City of Bristol's GIS Map system. Mr. Levine disagreed with the process of Mr. Berube and the property owner not having to file any applications for public comment versus the current process. Mr. Levine clarified the work done by Mr. Berube on his property and a neighbor's property in the inland wetlands area. Mr. Levine requested the Commission to have Mr. Berube correct his property and the neighbor's property because they did not do that work on the properties.

Chairman Fisk specified a Cease and Correct was placed on the property and that engineering plans were received for a plan to precede with the property.

Mr. Lorenzetti and Chairman Fisk stated the Commission cannot approve or authorize work to be done on Mr. Levine's property or the neighbor's property. The Commission briefly reviewed the Commission's authority for the property. The Chairman indicated Mr. Levine should work with his HLA Association and his attorney in conjunction with Mr. Berube.

Mr. Levine authorized the Commission to enforce his property for a correction by Mr. Berube in the inland wetlands area.

The Chairman concluded the Inland Wetlands Enforcement Officer should conduct an inspection of Mr. Levine's property and provide a report. The Chairman noted the report would be discussed at the October meeting.

Mr. Lorenzetti explained initially there were no maps, but maps were provided later by Mr. Berube.

MOTION: Move to send the Inland Enforcement Officer to inspect Mr. Levine's property for the current conditions and provide a report to the Commission. The Inland Wetlands Enforcement Officer's report will be discussed at October 6, 2025, meeting.

By: Klimek

Seconded: Robinson.

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

The Cease and Correct will have an inspection to include Mr. Levine's property.

b. Cease & Correct - 225 E. Main Street

The Commission received the following items but were not included in the electronic packet: an email dated September 7, 2025, from Marzena Gap with 2 photographs, undated (located in pre-packet on flash-drive.)

The Commission received the following items in their electronic packets **PREVIOUSLY**:

- a. Assessor's Map with Inland Wetlands Watercourse Layers
- b. Application
- c. Wetlands Delineation Report, dated May 14, 2025, prepared by Ian Cole, P.R.S.S., P.W.S., LLC

Marzena Gap and Rafal Zagrobelny, 410 Farmington Ave., New Britain, were in attendance to answer any questions. Ms. Gap indicated she submitted new photographs on September 7, 2025.

- a. E-mail dated September 7, 2025, from Marzena Gap (not in electronic packet)

The Commission summarized that the silt fence and bails were in place and the millings were removed from the property. The Commission agreed the Cease and Correct should be removed from the property.

MOTION Move to remove the Cease & Correct for 225 East Main Street.

By: Robinson

Seconded: Robinson.

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

The report is filed.

The Commission reminded Ms. Gap and Mr. Zagrobelny that future plans were needed for the property.

c. Cease & Correct - 42 Paul Street

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, Rooks with alternate Commissioners Klimek to vote on the Cease & Correct - 42 Paul Street.

The Commission received the following items in their electronic packets **PREVIOUSLY**:

- a. Email dated May 28, 2025, from 5/28/2025, from Randy Lindstrom, regarding 42 Paul St.
- b. Letter dated January 17, 2025, from Matthew Maynard, PE, regarding Cease and Correct Order for 42 Paul St.
- c. Cease and Correct Letter dated April 15, 2024, from Zachary Norton, regarding 42 Paul St.
- d. Summary and Engineering Evaluation for 42 Paul Street Assessors Map 45 Lot 216
- e. Letter dated August 5, 2025, from Matthew Maynard, PE, regarding Cease and Correct Order for 42 Paul St.

Mr. Lorenzetti said that the work was finished on the property but the Cease and Correct was kept open for a month by the Commission. The engineer noted that the drainage system was being installed for the property. Mr. Lorenzetti verified Mr. Towne was not required to attend the meeting and the Inland Wetlands Enforcement Officer inspected the property today.

The Commission noted with the rainstorm received on Saturday there was no flooding in the area. The Commission commented there were no neighbor complaints with the recent rainstorm.

Public inquiries: Mr. Lorenzetti reviewed the work the applicant finished from the last meeting.

Commission inquiries: Mr. Lorenzetti confirmed that the Inland Wetlands Enforcement Officer was content with the existing condition of the property.

MOTION Move to remove the Cease & Correct for 42 Paul Street.

By: Robinson

Seconded: Klimek.

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

The report is filed.

a. New Britain Water Department – Bid Documents

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, Rooks with alternate Commissioner Klimek to vote on the New Britain Water Department – Bid Documents.

The Commission received the following items in their electronic packets:

- a. Specifications mapping dated July 2025, Bid Set, New Britain White Bridge Vol_1
- b. Specifications mapping dated July 2025, Bid Set, New Britain White Bridge Vol_2
- c. Specifications mapping dated July 2025, Bid Set, New Britain White Bridge Vol_3
- d. Specifications mapping dated July 2025, Bid Set, New Britain White Bridge Vol_4

The Commission did not discuss this item this evening.

MOTION Move to file the report for New Britain Water Department – Bid Documents

By: Robinson

Seconded: Rooks.

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

The report is filed.

6. New Business

There was no new business.

MOTION Move to file the report.

By: Robinson

Seconded: Rooks.

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

The report is filed.

7. Staff Reports

a. IWWA Report - August 2025

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, Rooks with alternate Commissioner Klimek to vote on the IWWA Report - August 2025.

The Commission received the following items in their electronic packets:

- a. Inland Wetlands Enforcement Officer report, dated August 29, 2025, from Zachary Norton, Zoning Enforcement Officer, (Environmental Protection Technician)

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

By: name

Seconded: name

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

Against: None.

Abstained: None.

The report is filed.

8. Communications

There were no communications.

Chairman Fisk said he asked the Assistant City Planner to keep the pending applications before the receipt of new applications. Chairman Fisk in addition asked the Assistant City Planner if there was no Item to list to list "none" underneath the item.

9. Adjournment

ADJOURNMENT:

Chairman Fisk designated himself, regular Commissioners Duquette, Robinson, Carros, Massaro, Rooks with alternate Commissioners Klimek to vote on the adjournment.

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

By: Robinson

Seconded: Rooks.

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

Against: None.

Abstained: None.

This meeting was recorded.

Respectfully submitted,
Nancy King

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

David Rooks, Secretary