

**TOWN OF EAST WINDSOR  
INLAND WETLANDS WATERCOURSE AGENCY**

**Regular Meeting – February 4, 2015**

***MEETING MINUTES***

**\*\*\*\*\*Draft Document Subject to Commission Review/Approval\*\*\*\*\***

**CALL TO ORDER:** Chairman Savaria called the Meeting to order at 7:00 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

**ESTABLISHMENT OF QUORUM:**

**Present:** Regular Members Ron Savaria (Chairman), Dave Menard, Richard Osborn, Richard P. Pippin, Jr.; Robert Slate, and Alternate Members Kathryn Roloff and Michael Sawka.

**Unable to Attend:** All Regular Members and Alternate Members were present this evening.

Chairman Savaria noted the establishment of a quorum with 5 Regular and 2 Alternate Members as noted above. All Regular members will sit in on votes this evening. .

Also in attendance was Wetlands Agent/Zoning Enforcement Officer Robin Newton.

**AGENDA ADDITIONS:** None.

**APPROVAL OF MINUTES – January 7, 2015:**

**MOTION:** To ACCEPT the Minutes of Regular Meeting dated January 7, 2015.

**Osborn moved/Pippin seconded/VOTE: In Favor: Unanimous**

**CONTINUED PUBLIC HEARINGS:** None.

**NEW APPLICATIONS TO BE RECEIVED:** None.

**NEW BUSINESS/1) #1-2015: McCUDA, LLC – 4 New Park Road,** south of Thompson Road. Request to construct industrial building, associated parking, driveway, and utilities – also improvements to existing drainage. Map 072, Block 19, Lot 099. (65 day application period ends March 13, 2015):

Chairman Savaria read the description of this Item of Business. Appearing to discuss this Application was Tim Coon, of J. R. Russo & Associates. Also present in the audience was Frank McCuda, the property owner.

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Mr. Coon began discussion by noting that the property contains approximately 11.5 acres and is currently the location of an existing building occupied by the Blake Group. The parcel is currently improved with 55 parking spaces, a loading area for the existing building, and an access driveway into the parking lot. The parcel also contains an existing pond and lawn area. Mr. Coon indicated there are wetlands associated with the pond, which drains to the south. The wetlands line was originally delineated by Mike Granulati, and has been reconfirmed by John Ianni.

Mr. Coon reported the present proposal is to construct a 16,000 square foot (additional) building, with an additional 14,000 square foot warehouse addition proposed in the future. The proposed addition will include a loading area which will serve both buildings; an additional 25 parking spaces will be added to the existing parking lot. Both buildings will be served by sanitary sewer, gas and city water.

The current run off from the roof and parking lot are collected in the current drainage system and eventually flows to the pond; run off from the parking lot sheet flows into the pond as well. There is no treatment of run off associated with the current drainage system. The new drainage system will collect run off through a storm water treatment basin, which will include a riprap splashpad installed at the edge of the existing pond. Mr. Coon indicated the only wetlands disturbance associated with the proposed application will be 175 square feet around the splashpad.

With regard to erosion controls, Mr. Coon noted the silt fence originally proposed will be replaced with silt “socks” or “waddles” as recommended by Wetlands Agent Newton under her memo dated January 28, 2015.

Mr. Coon also noted Wetlands Agent Newton’s comment regarding her concern with the close proximity of berm to the swale on the south side of the property. Mr. Coon explained the berm will be constructed to store material removed from the site during construction of the proposed addition; the proposed location of the berm is approximately 2’ from the existing swale. Mr. Coon questioned if the material will be reusable for the parking lot reconstruction; they have suggested creating the berm to save the expense of removing the material. Mr. Coon felt there will be no negative impact on the wetlands. Wetlands Agent Newton has requested that the berm be moved further away from the swale. Mr. Coon indicated they feel the 2’ distance is sufficient, however, they would be happy to move the berm further away if necessary.

Chairman Savaria suggested the proposed 15’ height of the berm is a significant berm. Wetlands Agent Newton noted this was also a concern of the Town Planner when she reviewed the plans for the Planning and Zoning Application (PZC) which follows the IWWA decision. Both Wetlands Agent Newton and the Town Planner noted there are no spot grades associated with the berm listed on the plans. Wetlands Agent Newton

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suggested the berm will be a point of discussion during the PZC Application review. Mr. Coon suggested the berm will be created with a 3:1 slope and stabilized; the only run off will be what flows from it. Mr. Coon didn't feel the run off will be an issue. Wetlands Agent Newton noted she can request additional erosion controls if she feels they are warranted when she visits the site. Chairman Savaria reiterated the need for erosion controls at the base of the berm; Wetlands Agent Newton concurred. She reiterated she felt the 2' was close but the ultimate decision would be up to the PZC. Commissioner Roloff didn't feel the 2' distance was enough either. Commissioner Pippin questioned if the 2' distance is at the top of the swale? Mr. Coon replied affirmatively, suggesting it is at the edge of the swale. Chairman Savaria questioned if the swale will be mowed? Mr. Coon replied affirmatively again.

Chairman Savaria noted the proposed grading appears to be coming right up to the wetlands line near the retention basin. Mr. Coon suggested the grading will be a distance of 10'. Chairman Savaria suggested the distance appeared to be closer, with substantial work proposed close to the wetlands; the top of the swale is very close as well. He noted strict adherence to the plan will be required. Wetlands Agent Newton suggested best management practices will make all the difference developing this site. Mr. Coon suggested the sediment barriers will be installed so contractors will know where to work. Commissioner Roloff questioned if the detention pond can handle the additional run off? Mr. Coon indicated the pond has been designed to handle all run off from the site.

Chairman Savaria noted Town Engineer Norton has signed off on revisions made recently (1/29/2015) in response to his recommendations noted under his memo dated 1/13/2015.

**MOTION TO APPROVE: #01-2015: McCuda LLC** for Construction of a **16,800 square foot Industrial Building** and associated site improvements including parking area, driveway and utilities located in the regulated area. This property is located at 4 New Park Road nearest intersection being Thompson Road. Assessor's Map #072, Block #19, Lot #099.

**This approval is granted subject to conformance with the referenced plans, :Site Plan, 4 New Park Road, East Windsor, CT. Sheets 1-9, Dated 12/ 29/14: Prepared by J. R. Russo and Associates, LLC, as may be amended by this approval.**

**Standard Conditions**

1. This Permit is valid for a period of Five (5) years from the date of issuance OR will be valid until the companion planning/zoning permit approval expires but shall not exceed 10 years. Any regulated activity approved by the Agency shall be completed within one year from the time such activity is commenced, provided the Agency may establish a seasonal restriction within which any regulated

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- activity shall be conducted and may require that an activity, once commenced, be completed within a time period of less than one year and further provided the Agency may extend: (1) the time period of the original permit provided such period shall not extend beyond ten years from the date such permit was granted, or (2) the time period within which an activity, once commenced, is required to be completed under this section.
2. The Commission or its designated agent must be notified in writing no later than 48 hours prior to the commencement of permitted activities, and upon completion of said activities.
  3. The burden to extend the approved timeframe for the regulated activity (and the time period for the original permit) is on the Permittee; the Town of East Windsor is not required to give notice of the permit's expiration.
  4. This permit shall not be assigned or transferred without the approval of the Agency OR Agent.
  5. This document shall be included in all construction contracts and sub-contracts dealing with the work proposed and shall supersede all other contract requirements.
  6. During the construction phase, the applicant shall be responsible for maintaining a copy of this permit at the site.
  7. The Permittee shall permit the Chairman of the Inland Wetland Agency, or its authorized representative(s) or designee(s) to make periodic inspections at any time deemed necessary in order to assure that the activity being performed under authority of this Permit is in accordance with the terms and conditions prescribed herein.
  8. Prior to the start of construction, adequate erosion and sedimentation control measures shall be implemented, and shall be maintained throughout the entire construction phase in accordance with the 2002 Connecticut Guidelines for Soil Erosion and Sediment Control until the site has become stabilized with permanent vegetative cover. The construction site shall be left in a stable condition at the close of each day. An adequate stockpile of erosion control materials shall be on site at all times for emergency or routine replacement and shall include materials to repair silt fences, haybales, stone-riprap filter dikes or any other devices planned for use during construction. Additional erosion control measures are to be installed as directed by the Town Staff if field conditions necessitate.
  9. These permit conditions apply only to the work approved by this permit. Any other work to be done within the area of regulatory interest shall require the filing of a new or modified Inland Wetlands Application for consideration by the Commission.
  10. If any alteration of the wetland/resource area does occur, the Commission shall impose such measures as it finds necessary to protect and restore those areas.

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11. All temporary barriers, including erosion and sedimentation controls are to be removed (in suitable weather conditions) upon completion of the project.
12. A copy of the As-Built plan shall be submitted to this Commission/Wetland Agent upon completion of the project. The as-built will be reviewed by the wetland agent and verified in the field.
13. The Commission reserves the right to impose additional conditions on any or all portions of this project that could impact an area of regulatory interest under the Inland Wetlands and Watercourses Regulations.

**Additional Conditions:**

14. *The permit holder will submit a start work notice and contractor's compliance statement to the Wetlands Agent prior to starting any work authorized by this permit. Copies are attached.*

**Osborn moved/Slate seconded/**

**DISCUSSION:** Mr. Coon questioned if the approval also includes the 14,000 square foot addition? The total square footage of new construction would be 30,800 – the 16,800 square foot industrial building and 14,000 square foot future warehouse space. Wetlands Agent Newton clarified that should the Commission approve this application all site improvements – including the additional warehouse space - must be completed within five (5) years

**VOTE: In Favor: No one  
Opposed: Menard/Osborn/Pippin/Savaria/Slate  
Abstained: No one**

**MOTION TO APPROVE: #01-2015: McCuda LLC for Construction of a 30,800 square foot Industrial Building** and associated site improvements including parking area, driveway and utilities located in the regulated area. This property is located at 4 New Park Road nearest intersection being Thompson Road. Assessor's Map #072, Block #19, Lot #099.

**This approval is granted subject to conformance with the referenced plans, :Site Plan, 4 New Park Road, East Windsor, CT. Sheets 1-9, Dated 12/ 29/14. Prepared by J. R. Russo and Associates, LLC, as may be amended by this approval.**

**Standard Conditions**

1. This Permit is valid for a period of Five (5) years from the date of issuance OR will be valid until the companion planning/zoning permit approval expires but shall not exceed 10 years. Any regulated activity approved by the Agency shall

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- be completed within one year from the time such activity is commenced, provided the Agency may establish a seasonal restriction within which any regulated activity shall be conducted and may require that an activity, once commenced, be completed within a time period of less than one year and further provided the Agency may extend: (1) the time period of the original permit provided such period shall not extend beyond ten years from the date such permit was granted, or (2) the time period within which an activity, once commenced, is required to be completed under this section.
2. The Commission or its designated agent must be notified in writing no later than 48 hours prior to the commencement of permitted activities, and upon completion of said activities.
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  5. This document shall be included in all construction contracts and sub-contracts dealing with the work proposed and shall supersede all other contract requirements.
  6. During the construction phase, the applicant shall be responsible for maintaining a copy of this permit at the site.
  7. The Permittee shall permit the Chairman of the Inland Wetland Agency, or its authorized representative(s) or designee(s) to make periodic inspections at any time deemed necessary in order to assure that the activity being performed under authority of this Permit is in accordance with the terms and conditions prescribed herein.
  8. Prior to the start of construction, adequate erosion and sedimentation control measures shall be implemented, and shall be maintained throughout the entire construction phase in accordance with the 2002 Connecticut Guidelines for Soil Erosion and Sediment Control until the site has become stabilized with permanent vegetative cover. The construction site shall be left in a stable condition at the close of each day. An adequate stockpile of erosion control materials shall be on site at all times for emergency or routine replacement and shall include materials to repair silt fences, haybales, stone-riprap filter dikes or any other devices planned for use during construction. Additional erosion control measures are to be installed as directed by the Town Staff if field conditions necessitate.
  9. These permit conditions apply only to the work approved by this permit. Any other work to be done within the area of regulatory interest shall require the filing of a new or modified Inland Wetlands Application for consideration by the Commission.

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10. If any alteration of the wetland/resource area does occur, the Commission shall impose such measures as it finds necessary to protect and restore those areas.
11. All temporary barriers, including erosion and sedimentation controls are to be removed (in suitable weather conditions) upon completion of the project.
12. A copy of the As-Built plan shall be submitted to this Commission/Wetland Agent upon completion of the project. The as-built will be reviewed by the wetland agent and verified in the field.
13. The Commission reserves the right to impose additional conditions on any or all portions of this project that could impact an area of regulatory interest under the Inland Wetlands and Watercourses Regulations.

**Additional Conditions:**

14. *The permit holder will submit a start work notice and contractor's compliance statement to the Wetlands Agent prior to starting any work authorized by this permit. Copies are attached.*

**Osborn moved/Slate seconded/**

**DISCUSSION:** None.

**VOTE: In Favor: Menard/Osborn/Pippin/Savaria/Slate  
No one Opposed/No one Abstained:**

**NEW BUSINESS/2) 2-2015: GEORGE HARGRAVES – 85 East Road.** Request to construct a single family home. Map 110, Block 77, Lot 021-03 (65 day application period ends March 13, 2015):

Chairman Savaria read the description of this Item of Business. Appearing to discuss this Application was Tim Coon, of J. R. Russo and Associates, LLC. Also present in the audience was George Hargraves, the property owner.

LET THE RECORD SHOW Commissioner Pippin stepped down from service as he is an abutting property owner. Alternate Member Sawka joined the Commission in his place.

Mr. Coon reported that the property is located at 85 East Road. In August 2014 this Commission approved a driveway access only; they are now returning with the addition of the dwelling and the septic system. The placement of the dwelling and septic system have been designed so all the disturbance is beyond the wetlands.

Mr. Coon noted they have received approval from the North Central Health District for the septic system as proposed. A file copy of that approval was received in the Planning Office today.

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Chairman Savaria suggested most of the impact to the site was the driveway, which the Commission considered and approved this past August. The construction of the dwelling is located within the upland review area. Wetlands Agent Newton suggested the placement of the septic system was a consideration but the current plan shows the location on the other side of the wetlands. She also noted the Commission had received comments from DEEP (Department of Energy and Environmental Protection) regarding concern for the sensitivity of a portion of the wetlands area – a Poor Fen/peatland bog – within wetlands associated with this location. Wetlands Agent Newton reported she conferred with David Askew of the North Central Conservation District Inc; Mr. Askew felt the placement of the septic system is a good location.

Commissioner Slate questioned if the well is to be located in the back of the dwelling? Chairman Savaria replied affirmatively, noting the separation distance exceeds the required distance.

**MOTION TO APPROVE: #02-2015: George Hargraves** – Request for regulated activities associated with the construction of a single family home and septic system located in the upland review area. This property is located on the east side of East Road known as 85 East Road. Assessor’s Map #110, Block #77, Lot #21-03

**This approval is granted subject to conformance with the referenced plans, “Boundary Survey, Prepared for George Hargraves, 85 East Road, East Windsor, CT., Sheets 1-3, Dated 6/3/14, Latest Revision Date 12/15/14”. Prepared by J. R. Russo and Associates, LLC as may be amended by this approval.**

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10. If any alteration of the wetland/resource area does occur, the Commission shall impose such measures as it finds necessary to protect and restore those areas.
11. All temporary barriers, including erosion and sedimentation controls are to be removed (in suitable weather conditions) upon completion of the project.
12. A copy of the As-Built plan shall be submitted to this Commission/Wetland Agent upon completion of the project. The as-built will be reviewed by the wetland agent and verified in the field.
13. The Commission reserves the right to impose additional conditions on any or all portions of this project that could impact an area of regulatory interest under the Inland Wetlands and Watercourses Regulations.

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**Additional Conditions:**

**14. *The permit holder will submit a start work notice and contractor's compliance statement to the Wetlands Agent prior to starting any work authorized by this permit. Copies are attached.***

**Osborn moved/Sawka seconded/**

**DISCUSSION:** None.

**VOTE: In Favor: Menard/Osborn/Savaria/Sawka/Slate**

LET THE RECORD SHOW Commissioner Pippin returned to service on the Board.

**NEW BUSINESS/3) Adoption of Condition #14 as part of Standard Conditions:**

Wetlands Agent Newton noted during Commission approvals over the past year Condition #14 has been routinely added. She suggested the Commission considered adding Condition as a Standard Condition of Approval,

**MOTION: To ADD Condition #14 – “*The permit holder will submit a start work notice and contractor's compliance statement to the Wetlands Agent prior to starting any work authorized by this permit. Copies are attached.*” - to the Standard Permit Conditions**

**Slate moved/Pippin seconded/**

**DISCUSSION:** None.

**VOTE: In Favor: Menard/Osborn/Pippin/Savaria/Slate**

**OLD BUSINESS/1) Election of Officers:**

Chairman Savaria noted he will not be reapplying for a continued term of service with the Commission when his present term expires in July. Discussion followed regarding the slate of officers.

**MOTION: The Secretary casts one ballot for the election of the following officers: Ronald Savaria, Chairman; Robert Slate, Vice Chairman; Rick Osborn, Secretary.**

**Osborn moved/Pippin seconded/**

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**DISCUSSION:** None.

**VOTE: In Favor: Menard/Osborn/Pippin/Savaria/Slate**

**MISCELANEOUS:** None.

**AGENT DECISIONS:** None.

**STATUS REPORTS:** None.

**VIOLATIONS:** None.

**CONFERENCES/SEMINARS/TRAINING:** None.

**CORRESPONDENCE:** None.

**GENERAL BOARD DISCUSSION:**

**PUBLIC PARTICIPATION (Discussion on non-Agenda items only):**

No one requested to speak.

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 7:35 p.m.**

**Osborn moved/Slate seconded/VOTE: In Favor: Unanimous**

Respectfully submitted:

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Peg Hoffman, Recording Secretary, Inland Wetlands and Watercourse Commission