

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

**Special Meeting – July 22, 2015**

***MEETING MINUTES***

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

**CALL TO ORDER:** Vice Chairman Slate 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 Robert Slate (Vice Chairman), Alan Baker, Richard Osborn, Richard P. Pippin, Jr., and Alternate Members Michael Sawka and Steve Smith.

**Unable to Attend:** Regular Member Dave Menard

**Guests:** None.

Vice Chairman Slate noted the establishment of a quorum with 4 Regular and 2 Alternate Members as noted above. All Regular members will sit in on votes this evening.

Also in attendance was Wetlands Enforcement Official Robin Newton .

**NEW BUSINESS/1) Application #04-2015 – Eversource Energy** - Area Work Center, Phase II Improvements – Request to conduct regulated activities to construct covered parking and storage yard in Upland Review Area. Property located at Prospect Hill Road and North Road. Map 102, Block 17, Lot OC-1

Appearing to discuss this Application was Thomas J. Bulzak, P. E., L. S. of EcoDesign, LLC.

Mr. Bulzak is representing the Applicant, Eversource Energy. Mr. Bulzak thanked the Commission for calling the Special Meeting so the Applicant can meet their anticipated construction schedule.

Mr. Bulzak reported the Application is for the property at 112 Prospect Hill Road previously occupied by Yankee Gas, which has now become Eversource Energy. Mr. Bulzak suggested the Application is a request to expand current employee parking on the west side of the site, and to construct a new covered parking area to store vehicles during inclement weather. All work proposed is within the 150' upland review area. The wetlands on site currently contains a man-made detention basin which was created to contain the run off from the site. They are proposing to modify the inlet to the outlet

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structure, and will be installing “smart sponge” filters. New catch basins being installed within the site will include 2’ sump pumps. Mr. Bulzak reported there will be no direct impact to onsite wetlands due to this application.

Mr. Bulzak reported the total area is approximately 13 ½ acres; the proposed storage building will be 9,780 square feet while the yard expansion will include an area of 11,000 square feet. Mr. Bulzak suggested there will be a .8 acre addition of impervious coverage.

Mr. Bulzak noted Town Engineer Norton had responded via a memo dated 7/14/2015 which five comments/recommendations. Mr. Bulzak apologized for not responding to Town Engineer Norton until yesterday but Mr. Bulzak had been out of the country until his return this week. Mr. Bulzak reported he had not had been able to contact Town Engineer Norton personally but he offered the following comments:

Town Engineer Norton had suggested clarification of what appear to be duplicate notes on the plan. Mr. Bulzak indicated there are three groups of architects working on this project; the notes mentioned direction people working on the project to other disciplines.

With regard to the trench drain, Mr. Bulzak reported they will be installing an oil/water separator within the covered parking area. The site is served by an onsite septic system. The oil/water separator will be connected to the drainage system. Commissioner Osborn questioned if the Applicant has proposed a Maintenance Schedule? Mr. Bulzak replied the Maintenance Schedule had not been shown on the plans. Wetlands Enforcement Official Newton clarified that the Commission usually requires a Maintenance Plan which is included in the plan set. Mr. Bulzak agreed to include the Maintenance Schedule in the final plan set.

Commissioner Baker questioned if the bolts used in the modification of the detention basin outlet structure will be stainless steel? Mr. Bulzak replied affirmatively.

Continuing to address Town Engineer Norton’s comments, Mr. Bulzak referenced recommendations made with regard to the drainage swale. Mr. Bulzak suggested the swale captures clean water from up the hill above the project. While the 6” corner isn’t shown on this plan Mr. Bulzak suggested it is shown on plan sheet C2-204.

With regard the Town Engineer Norton’s comments regarding the effects of. The 0.2 cfs increase in peak flow rate for a 10 year storm Mr. Bulzak suggested the improved analysis functions of design systems lead him to believe the result will actually be lower than the 0.2 cfs. Mr. Bulzak suggested, in his professional opinion, the increase in peak flow will be minimal. Zoning Enforcement Official Newton noted the Planning and Zoning Commission, in their review of the proposal, requires a zero increase for all storm events.

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Wetlands Enforcement Official Newton clarified that she required the installation of hay bales rather than silt fence. She requested that specification be shown on the plans for ease of dealing with contractors in the field.

Commissioner Smith questioned how long it takes to replace the hay bales? Wetlands Enforcement Official Newton clarified they typically are not replaced as they are used during construction.

Vice Chairman Slate queried the Commissioners for additional comments; no one raised any additional questions. He questioned the Commission's ability to act on the Application without an updated memo from Town Engineer Norton. Wetlands Enforcement Official Newton suggested the Applicant will be appearing before the Planning and Zoning Commission next Tuesday; that Commission would be making the decision regarding the drainage.

**MOTION TO APPROVE: 1) Application #04-2015 – Eversource Energy - Area Work Center, Phase II Improvements – Request to conduct regulated activities to construct covered parking and storage yard in Upland Review Area. Property located at Prospect Hill Road and North Road. Map 102, Block 17, Lot OC-1**

**This approval is granted subject to conformance with the referenced plans, “East Windsor Service Center Canopy, 112 Prospect Hill Road, East Windsor, CT., Eversource. Prepared by EcoDesigns, LLC for Sargis Associates, LLC.” Dated 6/24/2015.**

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

**ADDITIONAL CONDITIONS**

15. Maintenance Schedule to be added to the plan.
16. Notes to be corrected and approved by Staff.
17. Southwest corner of swale to show crushed stone.
18. Trench drain detail to be added.
19. Stainless steel bolts to be shown on Detention Basin Outlet Structure modification details.
20. Haybales to be shown on plan in the eastern side of swale.

**Osborne moved/Pippin seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Baker/ Osborn/Pippin/Slate)**

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

No one requested to speak.

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 7:30 p.m.**

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

Respectfully submitted:

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Peg Hoffman, Recording Secretary, Inland Wetlands and Watercourse Commission