

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

**Regular Meeting**

**Wednesday, February 7, 2024**

**7:00 p.m.**

**Small Conference Room  
Town Hall, 11 Rye Street,  
Broad Brook, Connecticut  
(In-person)**

**AND**

Meeting held via ZOOM Teleconference  
Meeting ID: 714 897 1799

**MEETING MINUTES**

**\*\*\*\*\*Minutes are not official until approved at a subsequent meeting\*\*\*\*\***

**I. CALL TO ORDER:** Chairwoman Davis called the February 7, 2024 Regular Meeting of the East Windsor Inland Wetlands and Watercourse Agency to order at 7:00 p.m. in the small conference room, Town Hall, 11 Rye Street, Broad Brook, CT. The Meeting was also available via remote access.

**Present:** Regular Members Rebecca Davis (Chairman), Richard (Dick) P. Pippin, Jr (Vice Chairman), Richard Osborn (Secretary); Alternate Member Kathleen Pippin.

**Unable to Attend:** Regular Members Kurt Kebschull and Alan Baker.

**Guests (In person): Inland Wetlands Agent/Zoning Enforcement Officer Danielle Boudreau hosted the meeting. **Other guests: Jay Ussery of J.R. Russo & Associates, Bob Rosenthal, representing the CT Trolley Museum****

**Unable to Attend:** Regular Members Kurt Kebschull and Alan Baker.

**Remote Guests (as identified on meeting participation list):** None

**II. ESTABLISHMENT OF QUORUM:**

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Chairwoman Davis noted the establishment of a quorum with 3 Regular Members in attendance in-person, and 1 Alternate Member participating in person. All Regular Members will sit in on votes this evening. She noted to all the sadness of the passing of Peg Hoffman, the Recording Secretary. She asked who the Recording Secretary for the evening would be. Agent Boudreau said that she would be recording the minutes for the night's meeting, and that the Town newly hired a Recording Secretary for the PZC and IWWA Commission Meetings, moving forward.

III. **PLEDGE OF ALLEGIANCE:** no flag was present, so the Pledge of Allegiance was skipped

V. **AGENDA ADDITIONS:** None

VI. **APPROVAL OF MINUTES – December 6, 2023 – Regular Meeting:**

Chairwoman Davis called for comments or revisions to the December 6, 2023 Wetlands Minutes. Hearing no requests for amendments Chairman Davis called for a motion of approval.

**MOTION: To APPROVE the Meeting Minutes of December 6, 2023.**

**D. Pippin moved/Osborn seconded/DISCUSSION:** None.

**VOTE In Favor: R. Davis/K. Pippin/D. Pippin/R. Osborn**

**Opposed: No one**

**Abstained: No one**

VII. **NEW APPLICATIONS TO BE RECEIVED:**

1. **IWWA# 02-2024- 58 North Road- request for permit to conduct activities in regulated wetlands. Owner: CT Electric Railway Association, Inc. Applicant: CT Trolley Museum. Plans Prepared by Russo Surveyors & Engineers for “Connecticut Trolley Museum Parking Lot & Drainage Improvements”, Dated 1-31-2024, pages 1-6. M: 113 B: 17 Lot: 007**

Chairman Davis announced the receipt of new application #IWWA 02-2024 58 North Road, the Connecticut Trolley Museum for a request for permit to conduct activities in regulated wetlands.

Jay Ussery, of J. R. Russo & Associates, joined the Commission. He introduced Bob Rosenthal, at the meeting to represent the CT Trolley Museum, as well, if there were any additional questions.

Mr. Ussery shared a Site Plan with the Commission, and briefly explained the project proposal. He said that the plan was to improve parking and drainage on

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the site, as the current site has no present drainage, per se. He explained that the current parking lot is gravel, and there is frequently ponded water on the North Road side of the property, as well as under and along the tracks. He said that due to this issue, the museum applied to HUD for a grant and received it, in order to fix the flooding problems. JR Russo & Associates are working on the issue now and these are the plans they are proposing.

Mr. Ussery passed out GIS aerial photos to the members of the commission in which he had highlighted the areas of the wetlands in red. He demonstrated on the plans where the new drainage system would be put in. He gave a summary of what is explained in the plans and packets.

Mr. Ussery noted that they would be paving the gravel lot and adding formal drainage with catch basins and water treatment systems, which would all culminate in the adjacent watercourse. He also noted that the system follows the rail most of the way. Mr. Ussery pointed out the top two wetlands near North Road, labeled #1 & #2, which would be the recipient of a bit of work for the plans, and #3 & #4, furthest from North Road, which would not be affected at all. Wetlands #1 & #2 is where the pipe drainage ends. They would include rip rap and a spillway, with a mere 120SF of disturbance. The only disturbance of the 150' Upland Review Area would be at the edges of the gravel parking area, proposed to be paved.

He noted that they would have liked to eliminate all disturbance, but to do so would have meant losing a lot of elevation on the property, thus contributing to the already ponding areas and not eliminating any problems. He also noted that in the report given by Richard Zulick, included in the Commissioner packets for the application, Zulick notes that, as for “functional value”, all wetlands on the property have been previously disturbed for years. There are no new issues causing any disturbance.

To end the presentation, Mr. Ussery noted that there was no increase in volume of water or rate of runoff, and that there were actually proposed improvements to the property by providing 2 water quality units and paving. He believes this application should not be deemed “significant”.

The Commission asked if the Town Engineer had any comments about the application. Agent Boudreau said he would have his memo provided in the review of the application- that this was just acceptance and to deem if significant activity.

Commissioner Osborn asked if water flow under North Road would increase- Mr. Ussery said no. They then held a brief discussion about the history of the property and the agricultural uses that used to be there 30-40 years ago.

Commissioner Osborn asked to verify that the paving would not increase the runoff- Mr. Ussery reaffirmed it would not. Commissioner Osborn also inquired whether the State keeps their portion of the drainage cleaned out on North Road and Mr. Ussery

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didn't think so. (A lengthy discussion ensued about the state of various drainage pipes in town and what they are made of).

Commissioner Osborn asked if the grade rose behind the parking lot (west side). Mr. Ussery stated that there is a very steep hill on that side with a ditch dug at some point years ago to send any water flow into the state system. Chairwoman Davis asked if the ditch still functioned in this manner and Mr. Ussery said yes, and that Mr. Zulick actually mentioned it in his report.

Commissioner Dick Pippin questioned if any vernal pools were located on the property? Mr. Ussery noted Mr. Zulick indicated there are no vernal pools on the site.

Mr. Ussery indicated they'll get the notices out for a Public Hearing and see the Commission in a month.

Chairwoman Davis asked if there was any more comments or questions about the application to be received. Hearing none, she said she would entertain a motion to receive the application.

Commissioner Dick Pippin offered the following motion:

**MOTION: To RECEIVE APPLICATION IWWA# 02-2024- 58 North Road- request for permit to conduct activities in regulated wetlands. Owner: CT Electric Railway Association, Inc.**

**Applicant: CT Trolley Museum. Plans Prepared by Russo Surveyors & Engineers for "Connecticut Trolley Museum Parking Lot & Drainage Improvements", Dated 1-31-2024, pages 1-6. M: 113 B: 17 Lot: 007, finding it "not significant".**

**VIII. PUBLIC HEARINGS: None**

D Pippin moved/Osborn seconded/DISCUSSION: None

**VOTE: In Favor: R. Davis/D. Pippin/R. Osborn/K. Pippin  
(No one opposed/No one abstained)**

**IX. CONTINUED PUBLIC HEARINGS: None**

**X. NEW BUSINESS: None**

**XI. OLD BUSINESS: None**

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**XII. MISCELLANEOUS:** None

**XIII. AGENT REVIEW, REPORTS, AND DECISIONS:**

**1. Agent Report – Agent Decision: 141 Tromley Road – 30x30 garage in regulated 150’ upland review area:**

Wetlands Agent Boudreau reported she’s reviewed this permit and issued an Agent Decision as it is located solely in a portion of the upland review area, not near any wetlands, and he meets all zoning requirements, as well.

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

**XV. CORRESPONDENCE:** None

**XVI. GENERAL BOARD DISCUSSION:**

Commissioner Pippin brought up the fact that he had been thinking about how the 225 S. Main Street Storage Facility was an Agent Decision, and he thought it should have been brought before the Commission for approval and deemed “significant” with a Public Hearing. Agent Boudreau reminded him that it was a courtesy permit, as there was a ditch along the edge of the project- it was not located in the wetlands or upland review area. Mr. Pippin felt as though the commission should have been given a full list of plans for the project, and Agent Boudreau reminded him that it was the jurisdiction of the Planning & Zoning Commission, not the IWWA, and that they had all proper documentation and plans to approve it. A lengthy discussion ensued about the ditch and the history of the ditch in that area, and past and present farming practices to keep ditches cleaned out.

Chairwoman Davise asked Agent Boudreau about the status of the meeting previously proposed regarding a “wish” permit for Reservoir Ave, and Agent Boudreau replied that she has not been able to coordinate the two heads of departments that need to be involved, but that she will see them both on Friday at a meeting and will try to lock down a solid date and time.

Chairwoman Davis and Commissioner Pippin asked for any updates on the two previously proposed large-scale developments on North Road. Agent Boudreau replied that they had not heard again from either developer.

Chairwoman Davis asked for an update on all active permits for the next IWWA meeting, and Agent Boudreau agreed to produce one.

**XVII. PUBLIC PARTICIPATION (Discussion on non-Agenda items only):** None

**XVIII. EXECUTIVE SESSION – Pursuant to C.G.S. Section 1-200 (6)(b) – pending**

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**claims/litigation – Action possible:** None

**XIX. ADJOURNMENT:**

**MOTION:** To ADJOURN this Meeting at 7:45 p.m.

**R. Osborn moved/K. Pippin seconded/DISCUSSION:** None

**VOTE: In Favor: R. Davis/D. Pippin/R. Osborn/K. Pippin  
(No one opposed/No abstentions)**

Respectfully submitted:

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Danielle Boudreau, Wetlands Agent, Inland Wetlands and Watercourse Commission