

A. Roll Call

Present: Brendan Magnan, Jim Connors, Daniel Bedeker, Ranjit Bhavé, Heather Donaldson-Gladue and Steve Munson.

Absent: Matthew Connors, Dave DeFlumeri and Lisa Tryon.

Also Present: MaryRose Palumbo, Joe Griffith and Lisa Streit

MaryRose called the meeting to order at 7:30 p.m. and deemed there was a quorum.

MaryRose reviewed: As we continue to host remote meetings, she wanted to take the opportunity to highlight a few guidelines to ensure business runs efficiently and that all statutory and administrative rules are followed:

1. In accordance with the Freedom of Information Act and Governor Lamont's executive orders, this meeting is being recorded and will be made available on the City of Milford website.
2. During this meeting, if members of the Inland Wetlands Commission would like to speak, please utilize the "raise your hand" feature via Zoom. All participants will be muted during the meeting unless recognized by the Chair.
3. After being recognized to speak, please state your name and address prior to making a statement.

B. Organizational Meeting

MaryRose reviewed Chairman responsibilities:

Bylaws Sec 5.2

The Chairperson shall preside at all meetings and hearings of the MIWA and has authority that includes, but is not limited to:

- a. Calling special meetings;
- b. Directing or authorizing actions of the MIWA Designated Agent(s), when, in the judgment of the Chairperson or an Agent, action is required during the period of time between regularly scheduled meetings, or before a special meeting can be called;
- c. Appoint sub-committees for purposes and terms approved by the MIWA;
- d. Attend all sub-committee meetings as an ex officio member of each committee; and
- e. Attend significant city meetings as required to represent the MIWA.

Bylaws Sec 5.3

The Chairperson shall have the privilege of discussing and voting on all matters before the MIWA but shall not move for or second any motion.

Streit called for nominations for **Chairman**: A motion was made by Munson, seconded by Bedecker to nominate Magnan Chairman. There being no further nominations, they were closed. Streit cast one vote deeming **Magnan** Chairman.

MaryRose reviewed the Vice Chairman's responsibilities.

Bylaws Sec 5.4

The Vice Chairperson shall perform the duties of the Chairperson during the absence or incapacity of the Chairperson and such other duties as the Chairperson may direct.

Streit called for nominations for **Vice Chairman**: A motion was made by Bedecker, seconded by Donaldson-Gladue to nominate Munson Vice Chairman. There being no further nominations, they were closed. Streit cast one vote deeming **Munson** Vice Chairman.

MaryRose reviewed the Parliamentary responsibilities.

Bylaws 5.5

The Parliamentary shall perform duties of the Chairperson and Vice Chairperson during the absence or incapacity of both the Chairperson and Vice Chairperson and such other duties as the Chairperson may direct. The Parliamentary shall rule on questions of procedure in accordance with Robert Rules of Order.

Streit called for nominations for **Parliamentarian**: A motion was made by Munson, seconded by Magnan to nominate Donaldson-Gladue Parliamentary. There being no further nominations, they were closed. Streit cast one vote deeming **Donaldson-Gladue** Parliamentary.

A motion was made by Connors, seconded by Donaldson-Gladue that the Compliance Officer acts as the Designated Agent for the Agency. The motion carried unanimously. MaryRose's resume is on file in the Agency office.

Magnan thanked everyone and welcomed back Commissioners Munson and Tryon. Magnan encouraged board members to read Section 1.1 of the Regulations which is taken from the enabling statute. (Section 1.1 is what the Legislature intended when creating the Inland Wetland Agencies -a balance of rights of property owners and nature for this and future generations. Section 10 is the Criteria to be used in making a decision on an application.)

C. Pledge

All stood for the Pledge of Allegiance.

D. Public Comments

None.

E. New Business

- 1. IW-A-23-001: 0 Cherry Street, Jefferson Park, City of Milford** – proposed construction of sidewalks with grading, stormwater and landscaping within 150' of a wetland or watercourse in the Wepawaug River Watershed.

MaryRose reported that this is an application by the City of Milford for a Riverwalk at Jefferson Park with 225' of 5' wide sidewalk. The proposal includes construction, grading and vegetation removal within 5' of the Wepawaug River. The site is located between Prospect and River Streets and the Wepawaug River.

The applicant is proposing to use Stormcrete modular precast porous concrete over a stone reservoir for stormwater infiltration. Silt fencing is proposed to be installed 2' from the river and 3' from the proposed excavation for erosion control. Vegetation clearing along the edge of the River is to be in

consultation with the Tree Warden. Invasive species exist in this area. Proposal for vegetation removal and revegetation of this area to be discussed.

Chris Saley, Public Works Director, concurred with MaryRose and further stated that the project is for accessibility to the water, to add benches and remove trees to open up the sight lines to the River.

Bedecker asked if there are any desirable trees that need to be removed. Saley stated that Steve Johnson is the Tree Warden, and he will evaluate the trees.

Bhave stated that the proposed material tends to get clogged and he questioned if there are any plans to vacuum the sidewalk to serve its intended purpose, should this be a condition of the approval. Saley stated that it is his understanding that best practices are to regularly maintain this product. Munson asked if this was a relatively new product. Saley stated that it is, and it is new to him. He met and discussed this with the City Engineer and discussed best practices and maintenance.

Magnan suggested that more information on this product be brought to the next meeting. Munson stated that he has a concern with thawing and freezing and asked if there were other options that would have less maintenance/concerns. Saley stated that he will follow up with the City Engineer, Pat Devine and MaryRose. It is anticipated that they would like to begin work in the spring with prep work and the existing sidewalk needs some maintenance. The goal would be to also add areas for more benches.

Bhave stated that based on his experience with this product, it is specially prepared, and they don't have issue from the freeze thaw cycle.

Magnan asked how close the sidewalk is to the river. Saley stated that there would be silt fencing during the project. MaryRose stated that the sidewalk is 5' from the river. This was shown on the plan and oriented to pictures of the site. The sidewalk is varied 10' – 5' away from the river.

Connors questioned if the City has the means to vacuum the site. Saley stated that it would be looked into what is needed and may be outsourced. The Agency would like to see what maintenance would be required, what the timeframe for the project would be and what alternatives there are.

This evening the Agency may:

- Take no Action
- Ask questions.
- Request additional information.
- Schedule a site walk.
- Schedule a public hearing (no petition has been received as of 1/18/23. Petition deadline is 2/1/23).

No action taken.

F. Minutes

A motion was made by Donaldson-Gladue, seconded by Munson to accept the minutes of 12/07/22 as presented. The motion carried by roll call vote with Connors abstaining.

G. Staff Report

MaryRose welcomed everyone and noted a few annual reminders:

1. Commissioners cannot talk about an application that is before you with anyone but staff outside of the meeting room. If you are approached by concerned citizens, please refer them to MaryRose or to a public hearing so that whatever their concerns are they can be presented to the entire Agency. This is to ensure that everyone is making decisions on the same set of facts and information with no outside bias.
2. Taft emailed the annual information to commissioners including:
 - a. Milford Ethics brochure here if anyone needs a copy, the book has not changed.
 - b. Past correspondence from the City Attorney's office on ex parte communication and individual research by Commissioners.
3. CT DEEP IWA Commissioner training is available online. You can sign up for the class or access links from past training information and videos on the [CT DEEP IW training page](#) as well as [UConn Land Use Academy training](#). If Commissioners have completed the training, please be sure that you have sent a copy of your training certificate to the office.
4. MaryRose will also send out the Commissioner Synopsis sheets. If you could mark them up and return them by email with any changes that would be very helpful.
5. Please be sure we have the correct email and phone numbers for you.
6. Please let MaryRose know what your preferred method of plan review is. If you would like a paper set of plans on all applications or just larger applications so that she can get you what you need to review the proposals.
7. The office has been busy working on the SCRCOG Multijurisdictional Hazard Mitigation Plan and the Annual FEMA Community Rating System and MS4 submissions, as well as inquires, minor reviews and other reporting. We are accepting digital applications through the online permitting request system, City Squared, and processing them in the Municipality the permitting software. There are still a few issues to work out with the software and we are working with Joe Griffith and the provider on these issues.

Site Status:

- 30 Bridgeport Av – ongoing.
- 1553 Boston Post Road – work is ongoing, site is stable, binder course of pavement is down, vegetation is partially established, and building is under construction.
- 67-69 Cooper Ave – ongoing.
- 94 Edgewater Place – permit taken out.
- 114-122-124-128 Merwin Ave – ongoing.
- 201 Kings Highway – ongoing.
- Wheelers Woods – project completed, waiting on final review.
- 16 Marsh St. – ongoing.
- 690 New Haven Ave – ongoing, site is stable.
- 8 Pepe's Farm Road – ongoing monitoring.
- 33 Pearl Street – ongoing, working on asbuilt.
- 0 Terrace Road – waiting on final review.
- 161 West Rutland Road – ongoing – several lots have been sold off and individual owners are coming in with minor modifications to the proposed sites. In all cases, no work has been proposed in the conservation, wetland areas.
- 104 Lavery Lane – plantings in, seeded, not yet established, need to review in spring.

- 0 Quarry Road – ongoing, lots 1 & 2 are constructed with rough grade, fencing is in with markers. Final grading and stabilization in the spring.
- 420 West River Street – bond release submitted to Finance.

Please remember to call or email if you are unable to attend a meeting.

H. Chair Report

Magnan reiterated no exparte communication. There is no pre-determination on applications and the IWA takes great pride in the process.

Please let the office know if you cannot attend and get any questions you have on the applications to MaryRose so that she can forward them to the applicants.

The next meeting will be February 1st via ZOOM. Please let the office know if you cannot attend.

There being no further business to discuss, a motion was made by Donaldson-Gladue, seconded by Connors to adjourn at 8:15 p.m. The motion carried unanimously by roll call vote.

Respectfully submitted,

Lisa Streit

These minutes have not been accepted or approved.