

**INLAND WETLANDS COMMISSION  
MINUTES  
Regular Meeting of April 12, 2017 at 7:30 p.m.  
Council Chambers, Newtown Municipal Center  
3 Primrose Street, Newtown, CT**

**These Minutes are subject to Approval by the Inland Wetlands Commission**

**Present:** Sharon Salling, Mike McCabe, John Davin, Craig Ferris, Suzanne Guidera

**Absent:** Kristen Hammar, Mary Curran

**Staff Present:** Steve Maguire, Senior Land Use Enforcement Officer, Dawn Fried, Clerk

Ms. Salling opened the meeting at 7:30 p.m.

**APPROVAL OF MINUTES for February 8, 2017**

Ms. Salling requested a motion. Mr. Ferris moved to accept the minutes from February 8, 2017. Mr. McCabe seconded. All in favor. Ms. Guidera abstained. The minutes from February 8, 2017 were approved.

**APPROVAL OF MINUTES for March 8, 2017**

Ms. Salling requested a motion. Mr. Davin moved to accept the minutes from March 8, 2017. Mr. Ferris seconded. All in favor. Ms. Guidera abstained. The minutes from March 8, 2017 were approved.

**ACCEPTANCE OF APPLICATIONS**

**Application #17-05 by Town of Newtown**, property located at Hundred Acres Road, to replace existing 60 inch diameter pipe with new 60 inch diameter pipe and construct new concrete headwalls.

**Application #17-06 by Hilario's Service Center**, property located at 131, 135-139 Mount Pleasant Road, Newtown, CT to construct a one story 11,500 sq. ft. service shop and a one story 15,200 sq. ft. warehouse, and to convert an existing one story building into an employee driver's lounge and parking. **Due to public interest it is recommended that a public hearing be scheduled for the next regularly scheduled Inland Wetland Commission Meeting on April 26, 2017 at 7:30 PM at the Municipal Center 3 Primrose Street in Council Chambers**

**OTHER BUSINESS**

Ms. Salling, the newly appointed chairman for the Inland Wetland Commission (IWC), gave an overview of her expectations for the year.

Ms. Salling asked Mr. Maguire to give the IWC an overview of the administrative aspects of the application process. Mr. Maguire briefly described the requirements for the Short and Long form applications. He stated that the Long Form application is required for large disturbances and direct impacts to wetlands and water courses and is required to go before the Inland Wetland Commission for a vote. The Short Form can be handled administratively in the office. The Commission agreed they would like to receive monthly emails updating them on the Short Form applications.

Ms. Salling reviewed the Public Hearing process. The Commission had a discussion on more efficient and effective ways to hold Public Hearings. Some suggestions were having a time limit on public comments, having each person of the public ask their question one person at a time, and re-directing the public when unrelated IW questions are asked. The Commission does not want to stifle the public but also wants to hold orderly, formal, efficient hearings. The Commission also suggested reading a letter prior to each public hearing with the IWC's expectations.

Ms. Salling asked the Commission to familiarize themselves with Robert's Rules and the Inland Wetland town regulations.

Ms. Salling suggested inviting expert speakers, such as soil scientists, botanists and environmental engineers to give presentations at the IWC meetings. Ms. Salling feels the IWC will be more valuable if better educated. Ms. Salling would also like to invite Mr. Benson, Director of Planning of Newtown, to give an overview of the town's projects and progress. Ms. Salling thought it would also be beneficial to invite other Newtown Commissions and groups, some being the Conservation Commission and the Newtown Forestry Association.

## **ADJOURNMENT**

With no additional business, Ms. Guidera made a motion to adjourn. Mr. Davin seconded. All in favor.

The meeting of April 12, 2017 was adjourned at 8:32 pm.

*Respectfully Submitted,  
Dawn Fried, Clerk.*