

**MINUTES
ENFIELD INLAND WETLANDS AND WATERCOURSES AGENCY
SPECIAL MEETING**

**Thursday, January 18, 2024, 7:00 PM
Virtual Meeting Via TEAMS**

RECEIVED
ENFIELD TOWN CLERK
2024 JAN 19 AM 9:23
Shirley M. Bailey

1. Call to Order and Pledge of Allegiance

Chair Corbin-Sobinski called the meeting to order at 7:00PM.

2. Fire Evacuation Announcement

None.

3. Roll Call

Present: Donna Corbin-Sobinski, Virginia Higley, Kelly Hemmeler, Christopher Renaud, Ken Kaufman, Nancy Martin.

Absent: Anne Collins, Dylan Bridge, Kevin Zorda.

Chairman Corbin-Sobinski seated Commissioner Renaud as a regular member.

Also present was Georgienna Driver, Assistant Town Planner and Rebecca Jones, Recording Secretary.

4. Public Communication and Petitions

None.

5. Correspondence

Chairman Corbin-Sobinski shared an email with other commissioners related to upcoming trainings.

6. Minutes of Preceding Minutes

a. January 2, 2024

Motion by: Kelly Martin; **Seconded:** Kelly Hemmeler.

UPON A ROLL CALL VOTE, the Chair declared the motion approved. **Yes:** Virginia Higley, Christopher Renaud, Donna Corbin-Sobinski, Kelly Hemmeler. **No:** None. **Abstain:** None.

7. Town Attorney Report

None.

8. Continued Public Hearings

None.

9. New Public Hearings

None.

10. Old Business

None.

11. New Business

- a. AAA# 558 & 566 Enfield Street – Application for Agent Approval request for parking lot improvements; Jim Maloney; Applicant; Town of Enfield; Owner; Map 33/Lot 122; R-33 & BL Zones

Applicant representative was present for discussion. This project is for a proposed parking lot at the American Legion. There is an underground watercourse that goes under Enfield Street. The regulated portion is about 3800 sq ft in the corner and will be removed to construct the parking area. The area is already used for parking but will now be made more durable by concrete. The map was shared with the proposed tree line and encroachment detailed. The site will not be changed. No trees will be added. Snow stockpile areas was discussed. Town Engineer John Cabibbo requested in his report that no snow stockpiles will go over the manhole covers. Ms. Driver spoke about the poor conditions of the current grass lot that is used for parking.

Motion by: Virginia Higley; **Seconded:** Christopher Renaud; as amended by Commissioner Martin.

Discussion: Commissioner Martin noted that it should be Map 33 not Map 35.

UPON A ROLL CALL VOTE, the Chair declared the motion approved. **Yes:** Virginia Higley, Nancy Martin, Chris Renaud, Donna Corbin-Sobinski and Kelly Hemmeler. **No:** None. **Abstain:** None.

12. Enforcement Reports

None.

13. Planning Staff Report

Ms. Driver spoke about an email received from the Town Clerk related to a new system called Civic Plus to be used for viewing the master packets and agenda materials. She asked Commissioners to review the email.

14. Applications Received

None.

15. Miscellaneous

None.

16. Adjournment

Motion by: Nancy Martin; **Seconded:** Virginia Higley to adjourn.

UPON A SHOW OF HANDS VOTE, the Chair declared the Motion approved unanimously and the meeting adjourned at 7:16 PM.

Respectfully submitted,

Virginia Higley, Secretary

Prepared by Rebecca Jones, Recording Secretary