

**CHAPLIN**  
**INLAND WETLANDS & WATERCOURSES COMMISSION**  
**Meeting Minutes**  
**Regularly scheduled monthly meeting**  
6/23 2021 @ 7:00 p.m.  
Chaplin Town Hall

Present: Chairman S. Matthies, P. Kegler, V. Walton, D. Cates  
Staff: J. Theroux;

Others: Mike Guay, Mr. & Mrs. Charles Godfrey, Richard Zulick, Soil Scientist

**S. Matthies called the meeting to order at 7:00 P.M.**

Alternates seated: V. Walton for P. Deveny

Review and approval of the minutes from Wednesday, May 26<sup>th</sup>, 2021 regularly scheduled meeting:

**Motion by P. Kegler to approve minutes as presented,**  
**Second by D. Cates. All in favor.**  
**Motion passed**

Audience of Citizens: None

Additions to agenda: None

Old Business: 741 Phoenixville Rd. Mr. Mike Guay, pond construction.

The report from Engineer Wes Wentworth was discussed. It detailed the construction sequence, specifications of the berm, E&S measures, and drainage calculations.

V. Walton asked if a wetland functions and values report was ever requested by the Commission. This was not requested from the applicant. Chairman Matthies explained why these reports are often requested by Commissions.

It was noted that a de-watering basin detail was provided but no location was specified on the site plan. Different options for the location were discussed. It should be located a good distance from the wetlands. The Commission decided that the location could be determined by the contractor and the Wetlands Agent prior to the start of construction.

The berm construction was also discussed, what materials would be use and would the engineer inspect it during construction. It was the consensus that the engineer should do so.

The overflow spillway was discussed and it was the consensus of the Commission that it should be constructed with rip-rap, instead of being grass lined, so it would not erode during overflow events.

**Motion by P. Kegler to approve the application with the following conditions:**

- 1.) The overflow spillway is to be constructed with rip-rap**
- 2.) The de-watering basin will be located by the contractor and the Wetlands Agent prior to the start of excavation.**
- 3.) The Wetlands Agent will be notified prior to the start of excavation.**

**4.) The engineer shall inspect the construction of the berm.**

**Second by D. Cates. All in favor.**

**Motion passed**

Old Business: Mr. Charles Godfrey, Tower Hill Rd. Driveway construction, wetlands crossing and single family residence.

The site plan depicting the driveway, culverted wetlands crossing, well, septic system and residence was discussed by the commission and Mr. Godfrey.

Chairman Matthies asked about storm water inputs from the driveway affecting the stream and wetlands.

Richard Zulick explained that due to the slopes of the driveway and the distance of uplands adjacent to the driveway, he did not see storm water runoff significantly affecting the wetlands or stream. The use of check dams and hay bales during construction was discussed and agreed upon.

V. Walton asked about the lawn area and potential impacts to the wetlands/stream from lawn fertilizers. The area where the lawn and septic system were discussed and Mr. Godfrey indicated that the lawn area would be small.

**Motion by P. Kegler to approve the application with the following condition:**

- 1.) Check dams and staked haybales shall be utilized during the driveway construction to prevent sediments from entering the stream and wetlands.**

**Second by D. Cates. All in favor.**

**Motion passed**

New Business: Mr. Jamie Long 161 England Rd. Notice of Violation: Garage construction within upland review area without permit.

The applicant was not present. The application and fee was received. V. Walton asked about after the fact permits and what could the Commission do in the case where activities were conducted without a permit being issued. Chairman Matthies explained that the fee is doubled and the Commission would review the application as if no construction had taken place.

The location of the stream and wetlands was discussed and the Commission asked if the wetlands had been delineated. Agent Theroux read a portion of the notice of violation letter and indicated that he has recommended that this be done prior to filing an application.

It was the consensus of the Commission that the applicant have the wetlands delineated and have a report done by a certified soil scientist.

**Motion by D. Cates to accept the application,**

**Second by P. Kegler**

**Motion passed**

Correspondence: A letter from Windham Water Works was received regarding the Godfrey application.

A letter from D.E.E.P was received asking for any 2017 reporting forms.

Administrative Report:

Agent Theroux stated that he would be working with the DPW Director concerning storm water runoff associated with the Town Hall parking area. The design might incorporate a dry well structure to infiltrate storm water or piping it to an upland area above the wetlands.

Chairman Matthies inquired about the Goodell Road culvert that needs to be replaced. Agent Theroux stated that he met with the DPW Director and this project would have to be designed by an engineer.

Commission Discussion: S. Matthies noted that the ordinance concerning the combination of the Conservation Commission and the Wetlands Commission was voted on and passed, 78 for and 24 against. He indicated that the July meeting would be under the new format and conservation issues might be handled under administrative reports or additions to the agenda.

Adjournment:

**Motion by D. Cates to adjourn,  
Second by V. Walton  
Motion passed**

Meeting adjourned at 8:10pm

Respectfully submitted,

J. Theroux  
Reluctant Acting Recording Secretary