

1 SALISBURY INLAND WETLANDS AND WATERCOURSES COMMISSION

2 REGULAR MEETING

3 JANUARY 24, 2022 – 6:30PM (VIA ZOOM)

4 1. Call to Order. Present: Larry Burcroff, Peter Neely, Sally Spillane, John Landon, Steve Belter,
5 Cary Ullman, Maria Grace, Vivian Garfein (Alternate), Russ Conklin (Alternate), John Harney
6 (Alternate) and Abby Conroy, Land Use Administrator.

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8 2. Roll Call & Seating of Alternates. All Regular Members were present and seated.

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10 3. **Approval of Agenda. So Moved** by J. Landon, seconded by C. Ullman and unanimously
11 **Approved.**

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13 4. Public Comment – None

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15 5. Approval of the Minutes of January 10, 2022. S. Belter asked for a correction of wording, as
16 follows: “S. Belter expressed that inspections would be enough, *without the IWWC asking for a*
17 *bond.*” S. Spillane suggested that sedimentation control is within the “*purview*” of the IWWC....
18 S. Belter “*indicated that the PZC could deal with the bond issue, not the IWWC.*” A **Motion to**
19 **Approve the Minutes of January 10, 2022, as amended**, was made by P. Neely, seconded by J.
20 Landon and unanimously **Approved.**

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22 6. IWWC/PZC Subcommittee Update

23 a. Land Use Complaint Form – A. Conroy reviewed a draft of a Land Use/Report of Potential
24 Violation Form which would be used by both the PZC and IWWC. The form has been
25 referred to both Commissions for review and comment; when they are done, it will be sent
26 to legal counsel to finalize. She reviewed the priorities for enforcement actions; the
27 Subcommittee had agreed that anonymous complaints would not be accepted. On the
28 advice of Attorney Janet Brooks, specific language was used: “Drone footage will not be
29 accepted. Do not trespass on property.” A. Conroy will maintain the records and FOIA
30 requirements will be followed; eventually the form will be available online. A. Conroy talked
31 about the Authorization to Observe Potential Violations from Personal Property; there was a
32 lengthy discussion about the process that could be used to follow up on those reports. A.
33 Conroy would need to determine if there is a potential violation and written notice would
34 be required to be sent to the legal address of that land owner. S. Belter pointed out that it
35 wouldn’t be possible to observe potential violations within large tracts of land. S. Spillane
36 noted that a form is needed and asked for clarification on the language regarding: “The
37 priority of all enforcement actions is as follows and will be dealt according to availability of
38 resources.” She expressed that #1) “Violations that pose immediate danger to the public
39 health, safety and general welfare of the community” should be the stated highest priority.

40 S. Belter suggested that the section “Authorization to Observe Potential Violations from
41 Personal Property” should be optional; S. Spillane suggested adding the wording “if
42 Applicable.” V. Garfein indicated that all feedback would go back to the Subcommittee for
43 further discussion. S. Spillane suggested possible language regarding drone footage as “Not
44 Acceptable, at this time.” A. Conroy noted that aerial footage is different from drone
45 footage, as the drone footage is targeted. The Subcommittee will review the subject again.
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47 **7. Staff Updates:**

- 48 a. Bylaws & Rules for Transaction of Business – A. Conroy noted that the term limit for elected
49 officers had been removed. The legal review has been done and the matter can be voted on
50 at the next meeting. R. Conklin had detailed questions about Article VI. Section 2, pertaining
51 to the specific definitions and language used, including voting on Regulation Amendments,
52 the timeline, public hearings and voting. A. Conroy indicated that she will work on the
53 language used with Attorney Janet Brooks again, following a lengthy discussion with her on
54 quorums and majority; they are guided by State Statutes. The definition of ‘majority’ was
55 discussed, by the IWWC, as well.
- 56 • A. Conroy mentioned that the POCD survey is being finalized by the PZC
57 and will be out in February.
 - 58 • Online permit software – the contract has been signed. Forms and fee
59 schedules need to be updated and the application process is being
60 addressed also.
 - 61 • L. Burcroff asked if the Regulation Rewrite could be on the next agenda; A.
62 Conroy agreed and suggested reviewing the Fee Schedule then, as well. P.
63 Neely would like discussion about the Upland Review Area and cases, also.
64 V. Garfein indicated that all of these issues will be brought to the IWWC in
65 a month or 2; there will be many items to discuss and to set aside time in
66 the future.
 - 67 • A. Conroy mentioned that there will be comments from Attorney Janet
68 Brooks to consider, as well as recommendations from the Subcommittee.
 - 69 • A. Conroy mentioned that the DEEP training is available again.
 - 70 • A. Conroy talked to Patty Williams, Town Clerk, and Emily Egan,
71 Administrative Assistant to the Board of Selectmen, about the existing term
72 limits under the Ordinance. All dates have been set and are biennial now.
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74 **8. Adjournment. So Moved** by S. Spillane, seconded by P. Neely and unanimously **Approved.**

75 The meeting was adjourned at 7:28pm.