

INLAND WETLANDS & WATERCOURSES COMMISSION

REGULAR MEETING

NOVEMBER 10, 2025 – 6:30PM (VIA ZOOM)

- 1 1. Call to Order. The meeting was called to order at 6:30pm.
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- 3 2. Roll Call & Seating of Alternates. Present: Vivian Garfein, Larry Burcroff, Sally Spillane, Maria
- 4 Grace, John Harney, Russ Conklin, Tracy Brown (Alternate) and Abby Conroy (Director of Land
- 5 Use). Absent: John Landon. T. Brown was seated as Voting Alternate for J. Landon.
- 6
- 7 3. Approval of Agenda. L. Burcroff asked to add a new Item #9, Update on the Northwest Camp on
- 8 Mt. Riga. **A Motion to Approve the Agenda, as Amended**, was made by S. Spillane, seconded by
- 9 R. Conklin, **With All in Favor**.
- 10
- 11 4. **Minutes of October 27, 2025. A Motion to Approve** was made by M. Grace, seconded by L.
- 12 Burcroff, **With All in Favor**.
- 13
- 14 5. Public Comment – None
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- 16 6. #IWWC-25-76 / 85 + 85A Sugar Hill Road / Map 12, Lot 20 / Owner: Carl Andrew Gerlach /
- 17 Applicant: Michael Pallone / Agent: George Johannesen (Allied Engineering Assoc. Inc.) / New
- 18 septic system in the upland review area and request for jurisdictional ruling as maintenance of a
- 19 residential property / DOR: 11/10/2025
- 20 V. Garfein commented that there seemed to be a lot missing and asked A. Conroy to review the
- 21 Guidance document. A. Conroy reviewed the Application Worksheet required items, including
- 22 owner authorization to the applicant; George Johannesen will send an authorization that he had
- 23 from previous work on the property. Mr. Johannesen described the details of the plan and
- 24 noted that they received approval from TAHD this summer. A. Conroy commented that it was
- 25 stated there would be no regulated activity within wetlands or watercourses in the URA. Mr.
- 26 Johannesen described the silt fencing that would be used. Mr. Johannesen asked if the
- 27 foundation for the proposed tennis building could be approved, because it is outside of the URA.
- 28 A. Conroy pointed out that the proposed project does not meet the criteria for an exemption
- 29 under Section 4.2.d, Maintenance of a Residential Property, according to information supplied
- 30 by the applicant; the IWWC should make a Finding on that. S. Spillane commented that the
- 31 septic issue should be resolved, before beginning any building project. A. Conroy explained that
- 32 to make an Agent Approval, she can only act on activities outside of the wetlands and
- 33 watercourses. A. Conroy would have to make a Finding that there is no more than minimal
- 34 impact on the resource; the bar is much higher to meet for the IWWC. S. Spillane and V. Garfein

35 agreed that they would like to see this proposal as an application for a permit. R. Conklin agreed
36 and expressed that he was not comfortable with putting the septic system in as maintenance. A
37 **Motion** was made by S. Spillane **to Find this as a Regulated Activity, Not Exempt, and Accept**
38 **this as a Permit Application**. The **Motion** was seconded by R. Conklin, **With All in Favor**. R.
39 Conklin asked if A. Conroy was comfortable making an Agent Approval; A. Conroy answered yes.
40 Mr. Johannesen described the details of the TAHD septic approval. All members of the IWWC
41 agreed to Agent Approval for this permit application. S. Spillane requested that the purpose of
42 the application be stated at the top on the online application in the future; A. Conroy will discuss
43 that with Miles Todaro.

- 44
- 45 7. #IWWC-25-77 / 80 Rocky Lane / Map 66, Lot 28 / Owner: Claudia Remley Pacicco and Kevin
46 William Remley / Applicant/Agent: Riga Construction (Andrew Pelletier) / Renovate existing
47 accessory building, add foundation and new decks / DOR: 11/10/2025
48 It was noted by A. Conroy that the IWWC had approved an application by the previous owners
49 for the new septic system in January, 2022. R. Conklin asked if that was part of the current
50 application; Andrew Pelletier responded that TAHD approved the current proposed work,
51 without requiring the existing septic system to be replaced. A. Conroy commented that Cathy
52 Weber, TAHD, had indicated that there could only be seasonal (not year-round) units, without
53 the new septic system. Mr. Pelletier indicated that the existing septic system had not failed and
54 has a report that he can submit. V. Garfein and A. Conroy agreed that more information is
55 needed from TAHD. Roger Hedman, Riga Construction, commented that the owners wanted to
56 go back to rebuilding exactly what was on the old card in the Assessor's office, which included a
57 kitchen, bedroom and bathroom in the accessory building. A. Conroy explained that TAHD can't
58 go by what was on the old cards because sometimes work was done without permits or
59 approvals; the Assessor has the right to tax for actual use. Mr. Hedman commented that last
60 year they had Mike Carbone (Building official) walk through to show existing conditions and
61 verify, before any work was done. A. Conroy asked if there had been demolition; Mr. Hedman
62 answered yes. S. Spillane asked again if there was a kitchen in the original building. A. Conroy
63 responded that it was not shown in the existing floor plan; the work does need to get a special
64 permit from P&Z because it is a detached apartment and the proposed work expands the
65 kitchen space. A. Conroy will talk to the new TAHD person because Cathy Weber had just
66 retired and will also look back at old records about the septic system. V. Garfein and others
67 agreed that they want more information. Mr. Hedman commented that TAHD indicated there is
68 no more seasonal use and that's why they are going to bury the waterline 4' down. A. Conroy
69 indicated that the applicant must delineate the wetlands, show the URAs and all construction
70 areas; L. Burcroff wants to see the final plan as well. R. Conklin wants to have a site walk, after
71 the additional information is received; V. Garfein indicated that they are accepting the
72 application tonight for the next meeting in December.
- 73
- 74 8. 2026 Meeting Calendar – A **Motion to Approve the 2026 Calendar, as submitted**, was made by
75 S. Spillane, seconded by L. Burcroff and unanimously **Approved**.

76 9. Changes at the Northwest Camp on Mt. Riga – L. Burcroff reported that they will come in with a
77 plan for the cabin at the headwaters of Schenob Brook near the steps and that they may want to
78 do other work.

79

80 **Adjournment. So Moved** by S. Spillane, seconded by L. Burcroff, **With All in Favor**. The meeting
81 adjourned at 7:36pm.