



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FAX (860) 870-3122

INLAND WETLANDS AGENCY REGULAR MEETING AGENDA MONDAY, NOVEMBER 10, 2025, 7:00 P.M.

IN-PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT
REMOTE ATTENDANCE: VIA ZOOM MEETING, INSTRUCTIONS PROVIDED BELOW

I. CALL TO ORDER

II. PUBLIC COMMENTS (on non-agenda items):

III. PUBLIC HEARING(S): None

IV. OLD BUSINESS: None

V. NEW BUSINESS:

1. Discussion regarding unpermitted activity at 122 Burbank Road, APN 149-094-0000.
2. Discussion regarding unpermitted activity at 66 Sandy Beach Road, APN 151-009-0000.

VI. ADMINISTRATIVE BUSINESS:

1. Approval of September 15, 2025, Regular Meeting Minutes.
2. Approval of the 2026 Inland Wetland Agency meeting schedule.
3. Correspondence/Discussion:
 - a. Nye-Holman State Forest Management Plan 2025-2035.
 - b. Memo to Agency Chairpersons & Department Heads, dated October 8, 2025, regarding the 2026-2027 Capital Improvements Budget Requests

VII. ADJOURNMENT:

Next Regular Meeting is scheduled for December 15, 2025.

Instructions to attend remotely via Zoom Meeting listed below. The agenda is posted on the Town of Ellington webpage (www.ellington-ct.gov) under Agenda & Minutes, Inland Wetlands Agency.

Join Zoom Meeting via link

Link: <https://us06web.zoom.us/j/87159206947>
Meeting ID: 871 5920 6947
Passcode: 911777

Join Zoom Meeting by phone:

+1 646 558 8656 US (New York)
Meeting ID: 871 5920 6947
Passcode: 911777



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INLAND WETLANDS AGENCY REGULAR MEETING MINUTES MONDAY, SEPTEMBER 15, 2025, 7:00 P.M.

IN PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET
REMOTE ATTENDANCE: ZOOM MEETING
(ATTENDEES BELOW WERE IN PERSON UNLESS OTHERWISE NOTED)

PRESENT: Chairman Jean Burns, Vice Chairman Katherine Heminway, Regular members Ken Braga, Landon Barlow, and Alternate Subhra Roy

ABSENT: Regular members Steve Hoffman and Jon Kaczmarek

STAFF

PRESENT: John Colonese, Assistant Town Planner/Wetland Enforcement Officer and Barbra Galovich, Recording Clerk

I. CALL TO ORDER: Chairman Jean Burns called the Ellington Inland Wetlands Agency meeting to order at 7:00 pm.

II. PUBLIC COMMENTS (on non-agenda items): **None**

III. PUBLIC HEARINGS:

1. IW202509 – Timothy Schneider, owner/applicant, request for a permit to conduct regulated activity to construct a new gravel driveway for a future home, replace culverts under existing driveway over Abbey Brook and associated improvements at Somers Road, APN 182-001-0002, to the rear of 470 Somers Road.

Time: 7:01 pm

Seated: Burns, Heminway, Braga, Barlow and Roy

Andrew Bushnell, Bushnell Associates, LLC, 563 Woodbridge Street, Manchester, CT and Timothy Schneider, 15 Blueberry Circle were present to represent the application.

Andrew Bushnell stated the parcel is currently being used for agricultural purposes. The owner is looking to subdivide the property for one residential building lot. There are existing wetland crossings which are undersized and need repair. Andrew noted the drainpipe closest to Somers Road will overflow during a heavier storm. The proposed driveway location to the parcel will be south of 470 Somers Road and will be constructed 15' in width, have underground utilities, and a gravel drive, which will meet the Town specifications. Andrew explained there is one smaller pipe that the owner would like to replace and extend with two 36' pipes. Andrew reviewed the photos provided showing the proposed location of activity on the parcel.

Commissioner Barlow asked how much fill would be brought into the floodplain area. Andrew Bushnell noted there will be roughly one hundred yards of fill within the floodplain area. John Colonese, Assistant Town Planner, requested the filling of large rip-rap stone to use small stone versus concrete, if needed. John noted the email dated September 15, 2025, from Dana Steele, Town Engineer which reads as follows, "I've reviewed the proposed plan for 470 Somers Road including a Drainage Narrative by K. Acimovic dated 8/17/25 and a Site Plan by Bushnell Associates, LLC dated 7/15/25. While the proposed culvert replacement at Abbey Brook may increase discharge rates downstream by eliminating detention upstream of the crossing, it is expected culverts filled with sediment will be cleaned periodically to restore hydraulic capacity. Increasing the size of the culvert will also allow Abbey Brook to function closer to an open channel, more closely matching natural conditions. Projects with wetland disturbance require notification to the Army Corp of Engineers. The plans include areas for excavation on both sides of the brook for compensatory flood storage excavation. I recommend the required excavation volume be specified on the plans. This could be a condition of approval." There were no public comments regarding the application.

MOVED (BRAGA) SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO MAKE DETERMINATION OF A SIGNIFICANT ACTIVITY FOR IW202509.

MOVED (HEMINWAY) SECONDED (ROY) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR IW202509 – Timothy Schneider, owner/applicant, request for a permit to conduct regulated activity to construct a new gravel driveway for a future home, replace culverts under existing driveway over Abbey Brook and associated improvements at Somers Road, APN 182-001-0002, to the rear of 470 Somers Road.

MOVED (BARLOW) SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITIONS FOR IW202509 – Timothy Schneider, owner/applicant, request for a permit to conduct regulated activity to construct a new gravel driveway for a future home, replace culverts under existing driveway over Abbey Brook and associated improvements at Somers Road, APN 182-001-0002, to the rear of 470 Somers Road.

Conditions:

1. Plans shall specify the required excavation volume for compensatory flood storage.
 2. Rip-rap in the channel bottom and on side slopes shall not be filled with concrete.
 3. Notify the Army Corps of Engineers prior to construction.
 4. Erosion control measures shall be installed then inspected by the wetland agent prior to construction and remain operational until the site is stabilized.
 5. Periodic cleaning of culverts required to remove sediment and restore hydraulic capacity.
2. IW202510 – Jennifer Magdefrau, owner/applicant, request for a permit to conduct regulated activity to construct a detached garage, replace culverts under existing driveway and associated improvements at 55 Hayes Avenue, APN 005-032-0000.

Time: 7:17 pm

Seated: Burns, Heminway, Braga, Barlow and Roy

Michael Savage and Jennifer Magdefrau, 55 Hayes Avenue were present to represent the application.

Michael Savage is planning to build a 56'x32' detached garage. In addition, there are two 18" pipes under the driveway and they are looking to replace with a 42" x 29" curved metal pipe. Michael stated the wetlands were flagged on site by Richard Zulick, Certified Forester/Soil Scientist, as shown on the revised site plan dated September 9, 2025. Michael noted should the garage location be moved, it would require more trees to be removed from the property. Michael reviewed the photos provided to the Agency.

Commissioner Barlow asked if plumbing would be installed in the garage, Michael Savage stated it would only have electricity. Michael plans to create a boulder wall to slow the sheet flow of water and protect the stream, as well as extend the existing driveway to the proposed garage.

Commissioner Heminway visited the parcel and agreed that it is better not to disturb the trees and noted it is a nice piece of property with the creek.

MOVED (HEMINWAY) SECONDED (BRAGA) AND PASSED UNANIMOUSLY TO MAKE DETERMINATION OF A NON-SIGNIFICANT ACTIVITY FOR IW202510.

MOVED (BRAGA) SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR IW202510 – Jennifer Magdefrau, owner/applicant, request for a permit to conduct regulated activity to construct a detached garage, replace culverts under existing driveway and associated improvements at 55 Hayes Avenue, APN 005-032-0000.

MOVED (HEMINWAY) SECONDED (BRAGA) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITIONS FOR IW202510 – Jennifer Magdefrau, owner/applicant, request for a permit to conduct regulated activity to construct a detached garage, replace culverts under existing driveway and associated improvements at 55 Hayes Avenue, APN 005-032-0000.

Condition(s):

1. Erosion control measures shall be installed then inspected by the wetland agent prior to construction and remain operational until the site is stabilized.

IV. OLD BUSINESS: None

V. NEW BUSINESS:

1. Request to delegate authority to the Wetlands Agent for a permit to conduct regulated activity to secure and elevate the shoreline at 4 East Shore Road, APN 149-094-0000.

BY CONSENSUS, THE AGENCY DELEGATED AUTHORITY TO THE WETLANDS AGENT FOR A PERMIT TO CONDUCT REGULATED ACTIVITY TO SECURE AND ELEVATE THE SHORELINE AT 4 EAST SHORE ROAD, APN 149-094-0000.

VI. ADMINISTRATIVE BUSINESS:

1. Approval of July 21, 2025, Regular Meeting Minutes.

MOVED (BRAGA) SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO APPROVE JULY 21, 2025, REGULAR MEETING MINUTES AS WRITTEN.

2. Correspondence/Discussion:

- a. Notice from the CT Department of Transportation – State Project No. 0171-0518 – Wider Edge Line Pavement Markings on Horizontal Curves in District 1.
- b. CROCOG Let's Talk Housing flyer, meetings Wed. Sept. 24th & Thurs. Oct. 16th, 2025.
- c. Inland Wetlands Agency Training pursuant to Public Act 25-73.

John Colonese stated the State of Connecticut will be requiring current commissioners and at least one staff member to complete training starting January 1, 2026. Commissioners and staff will have one year to finish the training, and training will have to be completed every four (4) years thereafter.

VII. ADJOURNMENT:

MOVED (HEMINWAY) SECONDED (BRAGA) AND PASSED UNANIMOUSLY TO ADJOURN THE SEPTEMBER 15, 2025, REGULAR MEETING OF THE INLAND WETLANDS AGENCY AT 7:32 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk



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INLAND WETLAND AGENCY PROPOSED 2026 MEETING SCHEDULE

Generally, meetings are held in the Town Hall Annex at 7:00 PM

1/12

2/09

3/09

4/13

5/11

6/08

7/13

8/10

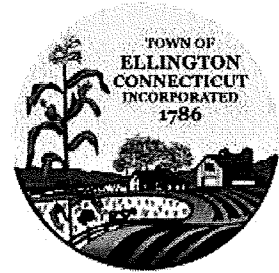
9/21

10/19

11/09

12/14

TOWN OF ELLINGTON FIRST SELECTMAN'S OFFICE



MEMO

Date: October 8, 2025

To: Agency Chairpersons and Department Heads

From: Lori L. Spielman, First Selectman

Subject: 2026-2027 Capital Improvements Budget Requests
2026 Meeting Schedules

2026-2027 Capital Improvements Budget Requests: Due Thursday, November 13, 2025

Attached are the Capital Improvements Program Policy & Procedure and the Capital Improvement Survey Form to be used for budget request submittals. Include as much detail as possible in preparing Capital Improvement Budget requests. **Please be advised that a current quote must be included with Capital Improvement Program Survey forms when submitting a Capital Improvement budget request. Submissions received without the current quote will be returned to the Department Head.**

The deadline for submittal of Capital Improvement requests is **Thursday, November 13, 2025**. Please fill out the attached Survey Form (*which is writeable and will auto-sum*) and email it, along with the corresponding quote, no later than this deadline to:

Felicia LaPlante at	flaplante@ellington-ct.gov and
Tiffany Pignataro at	tpignataro@ellington-ct.gov and
Lori Spielman at	lspielman@ellington-ct.gov

2026 Committee/Commission/Agency Meeting Schedule – Due Monday, December 1, 2025

In accordance with CT State Statutes, every Town Agency is required to file a schedule of regular meetings for the ensuing year with the Town Clerk; no such meeting of any such public agency shall be held any sooner than thirty days after such schedule has been filed. Please be advised that compliance with this regulation is required to continue the regular operation of the Town's boards, agencies and commissions. Since no meeting may be held any sooner than thirty days after the schedule has been filed, please file your *2026 Meeting Schedule with the Town Clerk no later than Monday, December 1, 2025*.

Attached is a list of the 2026 holidays that will be observed by the Town of Ellington. No agency shall meet on any of the designated holidays. No meetings are to be scheduled at Town Hall on Fridays.

Per Town Charter, no meetings may be held on the evening of the Annual Town Budget Meeting which is Tuesday, May 12th, 2026.

FREEDOM OF INFORMATION ACT [FOIA]:

Please be reminded that any Town of Ellington "public agency" must file an agenda and minutes of its meetings with the Town Clerk. The FOIA definition of "PUBLIC AGENCY" for purposes of complying with the FOIA law includes: *ANY COMMITTEE, SUBDIVISION, AGENCY, DEPARTMENT, INSTITUTION, BUREAU, BOARD OR COMMISSION OF STATE AND LOCAL GOVERNMENT.*

We appreciate receiving copies of all agendas and minutes. This procedure has allowed the First Selectman's Office to be kept informed of important Town deliberations.

Thank you all for your continued support.

{Attachments}

cc: Board of Selectmen
Matthew Reed, Town Administrator
Dr. Scott Nicol, Superintendent of Schools
Tiffany Pignataro, Finance Officer/Treasurer
Felicia LaPlante, Assistant Finance Officer/Treasurer



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2026 Holidays

Ellington Town Offices Closed

Thursday	January 1	New Year's Day
Monday	January 19	Martin Luther King Day
Monday	February 16	Presidents' Day
Friday	April 3	Good Friday
Monday	May 25	Memorial Day
Friday	June 19	Juneteenth
Friday (observed)	July 4	Independence Day
Monday	September 7	Labor Day
Monday	October 12	Columbus Day
Wednesday	November 11	Veterans' Day
Wednesday	November 25	½ Day [Offices close at noon]
Thursday	November 26	Thanksgiving Day
Friday	November 27	Friday after Thanksgiving
Thursday	December 24	½ Day [Offices close at noon]
Friday	December 25	Christmas Day

Follows Federal and State Holiday Calendars


APPROVED
Matthew D. Reed
Town Administrator
7/1/2025