

TOWN OF NORFOLK – INLAND WETLANDS COMMISSION
NORFOLK TOWN HALL – 2ND FLOOR – 19 MAPLE AVENUE
REGULAR MEETING MINUTES
MONDAY, APRIL 6, 2026 - 7:00PM



Members Present: Hartley Mead, Chairman; Jill Chase, Vice-Chairman;
Myron Kwast, Bill Millard, Joel Nelson, Alternate.
Members Excused: Ted Otto
Members Absent: Phil Lovett, Alternate
Staff Present: Stacey Sefcik, IWEO

1. **CALL TO ORDER & ROLL CALL.**

Chairman Hartley Mead called the meeting to order at 7:04PM. Ted Otto was excused for the night, and Phil Lovett was absent.

2. **AGENDA REVIEW.**

No changes were suggested.

3. **APPROVAL OF MINUTES.**

A. **March 2, 2026 Regular Meeting.**

MOTION Ms. Chase, second Mr. Nelson, to approve the minutes of the March 2, 2026 meeting as presented.

4. **OPPORTUNITY FOR PUBLIC COMMENT.**

Susan MacEachron from *Norfolk Now* addressed the Commission to question the necessity for a second bridge on Smith Road, noting that a bridge had recently been installed there. Chairman Mead acknowledged the concern and suggested discussing it later during the meeting on the pertinent application.

5. **OLD BUSINESS.**

A. **Continued Discussion Regarding Inland Wetlands Application Fees.**

The Commission reviewed the proposed changes to the fee schedule. Mr. Kwast requested information regarding comparison of the current fee schedule to that which is proposed, wanting to be able to sufficiently explain it to anyone who may ask him about it. Ms. Sefcik explained that, due to the significant confusion with the current fee schedule as listed in the Land Use Office and the Town Ordinances, neither she nor her predecessor had been following the current fee schedule exactly, so such a direct comparison would be difficult to provide. The main goals of this amendment would be: (1) a much clearer and easier-to-use fee schedule; (2) direct linkage between the amount of inland wetlands impact, level of review required, and the amount of the application fee charged; (3) the creation of an after-the-fact permit application fee; (4) slight increase in overall fees to better align with required operational costs like newspaper publishing and required mailings; and (5) opportunity for possible application fee reduction should an applicant opt to include an approved wetlands mitigation project.

Mr. Kwast and Mr. Mead requested that S. Sefcik have materials prepared and ready for the public hearing to illustrate the proposal. The proposal will also be heard at a Town Meeting after the Inland Wetlands public hearing, as the schedule would be a change to Town Ordinance.

MOTION Mr. Millard, second Mr. Kwast, to schedule a public hearing on June 1, 2026 on proposed amendments to *Article 19 – Fee Schedule* of the Town of Norfolk Inland Wetlands Regulations; unanimously approved.

6. **NEW BUSINESS.**

A. **Application #26-002 Replacement of Bridges over Hall Meadow Brook at Old Goshen Road and Smith Road. Applicant: CHA Consulting for the Town of Norfolk.**

Dave McKay, P.E. of Garg Consulting Services, Inc. addressed the Commission to introduce the team working on this project on behalf of the Town of Norfolk. Reviewing the plans, Mr. McKay gave information regarding the storm event that led to the failure of the two bridges in question as well as an overview of the planned repairs. The original design had three culverts beneath the bridge, and the road material around them had failed, causing the entire bridge to fail. It was noted that branches and other materials transported during a storm can and often do clog these types of culverts.

Dionys Quezada of CHA Consulting then addressed the Commission explaining that there would be temporary wetlands impact during construction, most of which would occur upstream of the first culvert. Permanent impacts would include grading and earthwork along the stream banks and in parts of the stream bed.

The design of the proposed new bridges, abutments, and wing walls was discussed. Per Army Corps of Engineers requirements, the plans call for a clear bridge span to allow free passage of water beneath in the event of any future storms. The distance of the first bridge would be 29 feet from abutment to abutment, with a clear span of 24 feet. The previous bridge was 18 feet across the three culverts, so 24 feet of free space would allow much greater passage of stormwater. The design would also benefit wildlife, as there would be ample room for them to pass under the bridge without having to cross the road. The plan also called for some earthwork and grading to rebuild a slope that also failed during the storm event and to restore the area to a proper elevation for water flow and fish passage. Proper stream bed material would also be installed.

The team then discussed water handling during the project, explaining the planned use of coffer dams and the staging of the proposed work. Restoration after project completion would include the planting of wildflowers and appropriate streambank seed mix. The Old Goshen Road bridge would be completed first and then Smith Road bridge would be completed second. Work on the first bridge was estimated to begin in April 2027, with construction completed in one season. The second bridge would be completed in 2028.

Members questioned whether the new bridges would be able to withstand storms of the same magnitude as that which happened in 2023, and the team stated that the plans as designed allow for 100-year storm coverage. In answer to additional questions regarding the replacement of the current temporary bridge at Smith Road, the team explained that the temporary bridge in place now does not meet Army Corps of Engineers requirements for 1.2 times bank full width, a requirement that allows wildlife to pass under the bridge. Mr. Millard noted that a clear span would minimize the need for Public Works to frequently clean debris out of bridge culverts. Ms. Chase requested that the planting plans be forwarded to the Conservation Commission for their review and comment.

The team noted that the bridge replacements were being funded 80% by the federal government and 20% by the State of CT, and would therefore not require any town funds. Mr. Nelson questioned whether the wing walls would be stamped or veneered in some manner; Mr. McKay indicated that the wing walls would be stamped with a stone pattern and then stain would be applied afterward to make it appear to be natural stone. Thomas ____, a hydraulic engineer working with CHA on this project then addressed the Commission to explain his evaluation of the Hall

Meadow Brook watershed, and he noted that the 2023 event may have exceeded that of a 500-year storm event. He noted that the new design accommodated a storm event of this magnitude as well.

MOTION Mr. Nelson, second Mr. Millard, to accept the application in the matter of **Application #26-002 Replacement of Bridges over Hall Meadow Brook at Old Goshen Road and Smith Road** and determine it to be nonsignificant; unanimously approved.

7. WEO REPORT.

The Commission reviewed Ms. Sefcik's Enforcement Report. Mr. Kwast noted that there appeared to be more possible enforcement activities on this month's report than usual. Ms. Sefcik noted that outdoor projects usually start in the spring, so it is typical to see a slight increase at that time of year.

8. COMMUNICATIONS & BILLS.

Chairman Mead requested that the minutes reflect the Inland Wetlands Commission's appreciation for Marinell Crippen's years of service attending meetings and preparing minutes.

Chairman Mead also mentioned that he was interested in investigating the possibility of setting up a field trip to Haystack Woods for the full commission as well as members of the Wetlands Roundtable group that recently met in Cornwall with the Northwest Conservation District. Members who attended the roundtable as well as a recent annual meeting of CT Association of Wetlands Scientists (CAWS) briefly discussed what they had learned.

Commission members also requested that Ms. Sefcik put together some general information regarding Inland Wetlands requirements for residential improvement projects that could be posted on the town's webpage.

9. ADJOURNMENT.

MOTION Ms. Chase, second Mr. Kwast, to adjourn the meeting at 8:12PM; unanimously approved.

Respectfully submitted,

Stacey M. Sefcik
Land Use Administrator