



**TOWN OF OXFORD**  
S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
[www.Oxford-CT.gov](http://www.Oxford-CT.gov)

**Conservation Commission / Inland Wetlands Agency**

**REGULAR MEETING MINUTES**

Tuesday, June 13, 2023

The **Regular Meeting** of the Oxford Conservation Commission/Inland Wetlands Agency was held **Tuesday, June 13, 2023** Regular Meeting Members of the public can meet at at the S.B. Church Memorial Town Hall, 486 Oxford Rd, Oxford, Connecticut 06478 and held in Room B.

**Meeting was called to order at 7:30 P.M. by Chairwoman Susan P. Gibbons**

**PLEDGE OF ALLEGIANCE:**

**ATTENDANCE ROLL CALL:**

**COMMISSIONERS PRESENT:** Acting Chairman Ethan Stewart and Commission Members Andrew Ferrillo Jr., Brian Smith

**STAFF:** Enforcement Officer Michael Herde & Administrative Secretary Denise Randall

**ABSENT:** Chairman Sue P. Gibbons and Commissioner Joe Lanier

**AUDIENCE OF CITIZENS (NOT FOR PENDING APPLICATIONS):**

**AMENDMENT TO AGENDA:** None

**EXECUTIVE SESSION:**

**NEW BUSINESS:**

**(IW 23-34) Borghesi Building & Engineering (Benjamin International) 19 East Commerce Drive** (Map 24, Block 22, Lot 10 A15 & A16) Proposed use = 60,050 sq. ft. warehouse/distribution (Total size of the site = 12.5 acres) (Total sq. ft of wetlands = (45,120 sq. ft) (Wetlands impact= 340 sq. ft at crossing) (Upland review area impact = 49,422 total sq. ft) (\$6967 fee paid)

Mr. Rob Blanchette (Applicant Engineer) This is 2 separate parcels with 2 rip rap areas. The storm drainage on the site has a reduction of runoff and what we did was enlarge the detention basin.

We also changed the slopes for 3 to 1. These parcels will be combined pending the permit. These are the 2 conservation easements already on the plan (pointing to the map) That crossing cuts off the 2 areas right now which we will be a pipe to make it truly connect. The drawings were sent to the town engineer and Young and we did address those comments which I would like to go over now if I may. Comments included the following: listed all of the setbacks of the disturbed areas and the volumes. The description of use of the culvert and the need for the secondary driveway and this is what I just described here. I revised the drainage profile in front and maintain 3 foot of cover and this was already re-worked. Town engineer wanted one end of the detention basin so that access can be made by maintenance vehicles and that was the 3 to 1 slope that I just described. The town engineer wanted the dumpster details and I also included this on the plans (pointing this out). This project will be served with public water utilities and those are also shown. There is a site line easement requirement to maintain site line. We actually have the dimensions for the site line which are 200 plus. Town engineer wanted the standard conditions and maintenance meetings and we will conform to this. Does anyone have questions?

Commissioner Brian Smith questioned the 2 lots becoming 1 and when will that happen?

Mr. Blanchette replied: Right now the property is still owned by the town of Oxford and they don't deed this until the project is completed and technically we can't combine the lot.

Commissioner Andrew Ferrillo added: I think what Brian is saying is before we approve a final map we can't have a lot line removed.

Enf. Officer Herde agreed and added: You have to label it to be removed.

Rob Blanchette stated: Ok we can do that upon approval or something.

Enf. Officer Herde stated: Before the approval, it should be on the proposed plan.

Rob Blanchette stated: But we don't own the lot.

Enf. Officer Herde replied: So, your not doing the deed but it should be on your proposed plan that you are proposing to remove the lot line.

Rob Blanchette replied: Ok, that I can do.

Acting Chair Ethan Stewart asked about the treatment in the parking area.

Rob Blanchette replied: Yes, it is environment 21 B231 stormwater system which is sized for this.

Enf. Officer added: There should also be a maintenance plan for that listed on the plan.

Rob Blanchette stated: yes, it is on the plan here. (pointing)

Enf. Officer asked about the tri-axles going up with 60 yards. I know this use is now an indoor facility but in the future it can sell to someone else and who knows what type of materials can possibly go into the retention pond. We really need the retention ponds to have full access to be able to truly get equipment down there. I am in charge of 14 retention ponds and many don't have full access.

Acting Chairman Stewart stated: They should have standard gravel driveway.

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Enf. Officer Herde agreed and stated: Look how many contour lines are there. I think you have to wait for a final letter from the town engineer. The other thing is there a chance to get rid of the other driveway? I was really hoping that when the lots get fused together, that there can be just one main entrance.

Rob Blanchette stated: We might be able to do something up there.

Enf. Officer stated: That conservation easement was written over 20 years ago and it probably shouldn't have been drawn that way. It really should have gone straight thru and should have been one lot. There is a real disconnection in between those wetlands.

Rob Blanchette suggested: Yes, we really need to get that pipe thru.

Enf Officer stated: Maybe a box culvert. Some sort of an open bottom culvert. It would be so much better. That other wetland is totally isolated.

Rob Blanchette stated: Let me see how low and wide we can get one.

Acting Chair stated: Ok we will wait on a final letter with the changes for the next meeting on June 27<sup>th</sup>.

**(IW 23-36) David Sippin, (Oxford Commerce Park) 2 Commerce Drive** (Map 25, Block 25, Lot 1AA3) (Proposed Use = Industrial) (Total size of site = 4,784 acres) (Total acres of wetlands = 6,944 sq. ft.) (Wetlands Impact = 0) (Upland Review Area = 9,740) (Amount of material to be removed = 138 cy) (Amount of material deposited = 76 cy)

Mr. Ron Wolff stated: I am here representing the applicant and this lot has an area of 4.78 acres and Mr. Sippin (owner) is proposing an industrial building 100 foot x 300 feet and this property is identical to the one across the street which is 1 Commerce Drive. We have a single driveway entrance. We have a detention basin proposed and drainage system which is split into 2 halves, it is a hydrodynamic system proposed. We have 9,740 of Upland activity. We are going to propose 1 apron for this area (pointing to the map) We did have 3 comments from the town engineer. These comments were pretty minimal.

Please see below:

WOLFF ENGINEERING  
Cornerstone Professional Park, Suite C101  
39 Sherman Hill Road  
Woodbury, CT 06798

Dear Mrs. Gibbons,

This letter is in response to comments received from James H. Galligan, P.E., - Town Engineer of Oxford, dated May 30, 2023 regarding the subject project.

Response to Comments

1. The proposed Bituminous Concrete Lip Curb, (B.C.L.C.), has been labeled on the site plan.
2. We have reconfigured the outlet structure and reduced the 25 year flow from the detention basin to 3.93 c.f.s. The existing Town drainage system in Commerce Drive has sufficient capacity to convey the proposed flow through the remainder of the drainage system.
3. Compliance with "Condition Requirements for all I/W Commercial and Industrial Projects" is on sheet 1 of the plan set.

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Mr. Wolff stated: We have a planting plan on the site plan in detail with a maintenance schedule.

Enf. Officer stated: I think you just have to wait for the final letter from Nafis and Young.

**OLD BUSINESS:**

**RE-APPLICATION:**

**NEW APPLICATIONS REQUIRING OCCIWA APPROVAL (ACCEPTANCE):**

**CORRESPONDENCE:**

**ACCEPTANCE OF MINUTES & AMMENDMENTS/CORRECTIONS TO MINUTES (IF ANY)**

**MOTION** made by **Commissioner Brian Smith** and seconded by **Commissioner Andrew Ferrillo Jr.** the regular meeting minutes from 5/23/23 **Voted 3-0.**

**ENFORCEMENT OFFICER:**

- (Notice of violation- verbal) Mr. Brown, 35 Fiddlehead Rd, clearcutting in a regulated area.
- (Notice of violation- verbal & letter) Mr. Philip George, 423 Oxford Rd, clearcutting
- (Notice of previous violation) 106 Willenbrock, change of use, storage of hazardous materials

**COMPLAINT/CONCERN:**

**REPORTS ON SEMINARS, INSPECTIONS, and OTHER MEETINGS SCHEDULED OR ATTENDED NEWSPAPER ITEMS & P & Z MINUTES:**

**OTHER ITEMS OF CONCERN:**

**COMMENTS FROM THE CHAIRMAN & OTHER COMMISSION MEMBERS:**

**OTHER:**

**APPLICATIONS NOT REQUIRING OCCIWA APPROVAL & PERMIT APPROVALS:**

**MATTERS OF VIOLATIONS/LITIGATIONS:**

**48 Jacksons Cove Rd-** Cease & Restore letter sent in December of 2020.

**(IW 21-10) Cornerstone Assembly of God, Inc., 656 Oxford Rd, Oxford** (Map 19, block 28, Lot 10,13,22) proposed use = New Church & parking, Total size of site 16 acres (Total acres of wetlands= 3.77 acres) (wetlands impact = 0 acres) (Upland review area impact = 78,780 sq. ft.) (amount of material removed= 2,455 c.y.) (Deposited= 5,055 c.y.) Summons received

**NOTICE of Cease & Desist – 17 Fiddlehead Rd.** (Clear cutting of trees and excavation performed without permits) (Certified letter sent 7/22/21) (Show just cause hearing on July 27th meeting)

Enf. Officer Herde stated: We are still waiting for a revised plan on this.

**NOTICE of Cease & Restore – 40 Hunters Mountain Rd,** Clear cutting in a regulated area. (Show cause hearing on Nov. 9, 2021) Updated map received and dated December 16<sup>th</sup>, 2021.

**(Notice of violation- verbal)** Mr. Brown, 35 Fiddlehead Rd, clearcutting in a regulated area.

A small discussion on proposed landscape plan and a timeline.

#### **MATTERS OF CONSERVATION:**

Discussion on the upcoming Ad Hoc Committee which is scheduled for June 21<sup>st</sup>.

Enf. Officer Herde stated: I have a scheduled site walk with a Land Trust member Dave Zanolwiak I also walked with Joe Lanier the parking lot area and also walked the Rockhouse Hill area to see if we can identify some of the issues from the Land Trust. There was a clear cut done roughly 80' x 80' and I didn't really see it as a violation of the wetland regulations it was part of what was presented here to the commission and it was considered recreation. But we will address it and see if there is anything that can be done. I said to make sure they stay out of the wetland but it was by order of the First Selectman, the excavation that was done by the town public works.

Margy Elliot asked if the GPS coordinates and pictures were received.

Enf. Officer Herde replied: I don't have a GPS system to go out there with. I would just rather go with someone face to face to address the issues. I want someone there so that there is no discrepancy's.

Mrs. Elliot asked if everyone received the pictures.

Commissioner Brian Smith replied: Yes.

Enf. Officer stated: I mean there is going to have to be a little bit for what is considered a definition of a violation. You guys may not know exactly how our regulations work. It might either be a regulated or non-regulated activity. There is tolerance to go into a wetland and that is what this commission is about and there is also exempt activity. I know one of them was about a bridge, how is that a violation?

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Mrs. Elliot responded: Because I think some large rocks were moved to create this.

Enf. Officer replied: I did look at the bridge and the watercourse is still there.

Mrs. Elliot added: I think it caused erosion.

Commissioner Brian Smith stated: Ok we will go out and look at it. Then we can determine. We also have the Ad Hoc meeting on the 21<sup>st</sup>.

Enf. Officer stated: I think once the group gets out there and talks casual out there. My suggestion would be to determine maybe having only walking trails. I don't think that we need exclusive biking trails but maybe just hiking trails.


Mrs. Elliot stated: We have an injury just last week.

Commissioner Smith asked if the accident was reported? I think there should be some documentation with the town or us. I don't want anyone getting hurt.

**ADJOURNMENT:**

**MOTION** made by **Commissioner Andy Ferrillo** to adjourn at 8:21 pm  
**Seconded by Commissioner Brian Smith.** All in favor, voted **3-0**.

Respectfully Submitted,

  
Denise Randall  
I/W Administrative Secretary

2023 AUG 17 P 1:20  
TOWN OF DUNFORD, CT  
TOWN CLERK