

INLAND WETLANDS AND WATERCOURSES COMMISSION

Town of Windsor Locks

Room 103

Wednesday, January 7, 2026

7:00 PM

Present: Bob Crochetiere, Mary Jane Perrier, Lacinda VanGeisen, Darry Ruitter, Roy Zettlemoyer, Rich Pease, Cindy Cooper, Jay Farrelly

Absent: Jim Guthrie

Staff: Dana Steele, Town Engineer, Duly Authorized Wetland Agent

Guest: Kevin Grindle, Project Manager – Barton & Loguidice

I. Call to Order

Chairman Bob Crochetiere called the meeting to order at 7:01 PM.

II. Roll Call

The Recording Secretary called the roll as noted above.

III. Additions to the Agenda – None

IV. Approval of the Minutes of June 5, 2025

Roy Zettlemoyer moved to approved the minutes of June 5, 2025. Mary Jane Perrier seconded the motion. The motion passed with a unanimous vote.

V. Public Input

Seth Dohdrey, 113 Montemerlo Ave. expressed concern about the erosion taking place at the brook on his property. He is inquiring about whose responsibility it is to fix it and/or how to go about remediation of the area. Dana Steele explained that if a watercourse is running through your property, you are responsible for it unless the Town owns an easement through it. He further explained that he did not have to do anything with it unless it was causing some concern. Dana informed him that he would have to appear before this commission for approval to do so. He further stated that he would assist him with the process and even make a visit to the address to assess the situation. Dana provided his contact information to the homeowner.

VI. Reviews

a) 1221 Harvey Lane, Applicant: Babylon Realty, LLC

Dana gave an overview of the application and briefly described the work to be done. After reviewing the application he didn't believe the application warrants a public hearing as there isn't any significant impact to the wetlands, furthermore, there is no wetland disturbance being proposed in Windsor Locks. The project is mostly in Suffield but does encroach into Windsor Locks in the regulated area. The Commission agreed that a public hearing wouldn't be necessary and invited Mr. Kevin Grindle to give an overview of the project to the Commission.

Kevin Grindle, Project Manager for Barton & Loguidice (representing the applicant)

gave a brief overview of the scope of the project and invited the Commission to ask questions.

VII. Public Hearing – None

VIII. Staff Discussion

a) Election of Officers

Mary Jane Perrier nominated Bob Crochetiere as Chairman. Roy Zettlemoyer seconded the nomination. Bob Crochetiere was voted in as Chairman with a unanimous vote.

Bob Crochetiere nominated Mary Jane as Vice Chairman and Darry Ruitter seconded. Mary Jane Perrier was voted in as Vice Chair.

Mary Jane Perrier nominated Rich Pease as Secretary. Lacinda VanGeisen seconded the nomination. Rich Pease was voted in with a unanimous vote.

b) 2026 Budget

The Commission discussed the budget and decided to keep it the same as last year – no changes.

c) Chapman Chase – Stormwater Basin Maintenance

Dana received a call from a contractor who was asked to perform maintenance at the Chapman Chase condominium development in the area of a stormwater basin. Vegetation has been growing and because it is a wet basin it is considered a regulated area. Dana determined that this was a maintenance issue and did not need a permit. Work has not been done at this time but Dana will follow up.

d) Windgate Mews, Ross Way – Invasive Removal

Bob Crochetiere contacted Dana regarding invasive vegetation growing around the pond on Ross Way. Bob stated that, as he initiated the inquiry, he would recuse himself from any related discussions or decisions of the Commission. Dana provided background information, noting that the pond is man-made, groundwater-fed, and generally stagnant. He further explained that stormwater from the development drains into the pond and that, at the time of the development's approval, plantings were installed to enhance and buffer the area. Dana also shared photographs of the site with the Commission.

Dana advised that the removal of the invasive plants constitutes maintenance matter. He will notify the Association that they may proceed with the work, provided they inform him in advance so he can visit the site. The Commission agreed with this recommendation.

IX. Old Business

Rich Pease inquired about the status of the IWWC ordinance that had been proposed and drafted by Attorney Carl Landolina several months ago. Commissioners expressed differing opinions regarding the current stage of the process. Dana agreed to follow up with Attorney Landolina and provide an update to the Commission.

Rich also inquired about the status of a new Storm Water Ordinance that he remembered there being a draft of. Dana mentioned that he had a conversation with the prior Town Planner, Jennifer Rodriguez about this and was informed that it was discussed but was never followed through on. Dana will investigate the existence of the Storm Water Ordinance in place now.

X. New Business – None

XI. Communication & Bills – None

XII. Adjournment

Roy Zettlemoyer made a motion to adjourn. Mary Jane Perrier seconded. The meeting adjourned 7:45

Respectfully submitted,

*Valerie Mercey
IWWC Recording Secretary*