

**Wantastiquet Subcommittee  
of the Connecticut River Joint Commissions**

Wednesday, May 13, 2020

Video Conference Call

Meeting Minutes

**Attendees**

Walpole	Samantha Loch		Westminster	Paul Harlow	
Walpole			Westminster	Jim Calchera	✓
Westmoreland	Perry Sawyer	✓	Putney	Joe Grutta	
Westmoreland			Putney		
Chesterfield	Roland Volbeh	✓	Dummerston	Daniel Marx	
Chesterfield			Dummerston	Jack Lilly	
Hinsdale	Mike Darcy (in process)		Brattleboro	Kathy Urffer	✓
Hinsdale			Brattleboro	Michael Fairchild	✓
Vernon	Andy White	✓			
Vernon					

Darlene Conca (Permit Applicant); Edwin Smith (CRJC Commissioner, Hinsdale); Olivia Uyizeye (Staff)

**Minutes**

Uyizeye called the meeting, conducted via conference call, to order at 5:15PM under the emergency provisions of RSA 91-A, New Hampshire's Right-to-Know law, as allowed by Emergency Order 11 under Executive Order 2020-04 in light of the COVID-19 outbreak.

1. Review of Conference Call Tools and Public Meeting Guidelines

Attendees were oriented to zoom conference call features (mute, raise hand, chat room) including key pad phone controls and how to request technical support.

2. Welcome and Introductions

Uyizeye welcomes representatives and guests to the call, asking for a representative to volunteer to aid in meeting facilitation. Urffer volunteers to act in this role for today's public meeting. Introductions of representatives and guests are made by roll call.

3. Permit Reviews

a. West Chesterfield Boat Dock Application – Darlene Conca

Urffer opens up discussion on the permit application from Darlene Conca in regards to a dock installation.

Fairchild performed a site visit with Conca. He explains that the plans proposed fit into current uses of the shoreline of neighboring properties, with multiple boat docks in use. The applicant is only looking to duplicate what others are doing along that stretch of the river.

Calchera asks if any trees will be removed and methods for erosion control. Conca responds that there are no erosion issues. Conca explains that the stairs are not permanent, but rather have the ability to be lifted in and out as needed. A couple of tree limbs might need to be removed to allow this movement, but no trees as a whole.

Urffer indicates that the application will need to be changed to reflect that the location is within a designated river corridor. Conca indicates that she is aware and the change will be made.

Urffer explains that she has seen chunks of styrofoam floating in the river that had fallen off docks where not enclosed. Conca responds that the dock design does not include any styrofoam. It is an aluminum system with barrels, design by Easy Dock out of Hudson NH.

Urffer asks if there is much fluctuation of river levels near her property. Conca says that the river can get pretty high. There is a mud shelf that results in the need for an extension on the dock in order to reach out over the shelf and into the water. Fairchild confirms this is what he saw on the site visit and that current the water level is dropped about 3 feet. This is likely because the upstream dam had recently released water as Fairchild saw a strong current about a week ago, possibly in preparation for maintenance. Alternatively, White says they might be preparing for coming rains.

Urffer asks if there are any other questions on the permit. Urffer makes a motion to support the application as written and waive any future right to comment. Volbehr seconds the motion. The motion passes unanimously by roll call.

Conca thanks the subcommittee for their time and attention.

#### 4. VRAP Pilot

White asks how the VRAP training with Michele Condon went. Urffer responds that it went well and that attendees decided to move forward. Urffer explains that the intention is to follow VRAP protocol to monitor for water quality variables at five locations – Arch Street and Vilas Bridges in Walpole/Rockingham; Route 123 Bridge in Walpole/Westminster; Route 9 Bridge in Chesterfield/Brattleboro; and Route 119 Bridges in Hinsdale/Brattleboro. Urffer and Grutta have agreed to kickoff the testing with plans to go out once a month for the duration of the season. Urffer explains that they would like to work out kinks together and then invite others to join later on, as able. Grutta had intended to work on this project with BUHS students, but with COVID, this will not be feasible. Urffer plans to pick up the equipment on May 21<sup>st</sup>. The LRS can hold on to the equipment all summer. Urffer will share the testing schedule, along with phone numbers, once ready.

5. Approve Meeting Minutes (February)

Sawyer makes a motion to accept the minutes as written. Volbehr seconds the motion. The motion passes unanimously by roll call.

6. Rotating Chair – Nomination for Next Meeting

White indicates openness to acting as chair for the next public meeting and asks what it involves. Uyizeye explains that the chair coordinates with staff on the agenda and scheduling, facilitates the meeting, and is familiar with content. White suggests that we might consider an outdoor meeting at a site with internet access along the river. Representatives indicate interest. Urffer makes a motion to enable White as the LRS Chair for the next Wantastiquet meeting. Sawyer seconds the motion. The motion passes unanimously by roll call. The next meeting is agreed to be held on July 22<sup>nd</sup> at 6pm, location to be determined.

7. Other Updates & Business

8. Adjourn

Urffer makes a motion to adjourn the meeting. Volbehr seconds the motion. The motion passes unanimously by roll call. The meeting is adjourned at 5:45pm.

*Minutes respectfully submitted by Olivia Uyizeye*



# WETLANDS PERMIT APPLICATION

Water Division/ Wetlands Bureau  
Land Resources Management



Check the status of your application: [www.des.nh.gov/onestop](http://www.des.nh.gov/onestop)

RSA/Rule: [RSA 482-A](#)/ [Env-Wt 100-900](#)

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**1. REVIEW TIME:** Indicate your Review Time below. To determine review time, refer to [Guidance Document A](#) for instructions.

Standard Review (Minimum, Minor or Major Impact)
  Expedited Review (Minimum Impact only)

**2. MITIGATION REQUIREMENT:**  
If mitigation is required, a Mitigation-Pre Application meeting must occur prior to submitting this Wetlands Permit Application. To determine if mitigation is required, please refer to the [Determine if Mitigation is Required Frequently Asked Questions](#).

Mitigation Pre-Application Meeting Date: Month: \_\_\_ Day: \_\_\_ Year: \_\_\_\_

N/A - Mitigation is not required

**3. PROJECT LOCATION:**  
Separate wetland permit applications must be submitted for each municipality within which wetland impacts occur.

ADDRESS: 315 River Road TOWN/CITY: West Chester Field

TAX MAP: 00001 BLOCK: A (CRU2B1) LOT: 005 UNIT: 0000

USGS TOPO MAP WATERBODY NAME: Connecticut River  NA STREAM WATERSHED SIZE:  NA

LOCATION COORDINATES (if known): 42.928 / -72.524  Latitude/Longitude  UTM  State Plane

**4. PROJECT DESCRIPTION:**  
Provide a brief description of the project outlining the scope of work. Attach additional sheets as needed to provide a detailed explanation of your project. DO NOT reply "See Attached" in the space provided below.

Wood platform on River Bank - stairs to the dock and 25' x 13'6" Boat dock that will run parallel to the shore.

**5. SHORELINE FRONTAGE:**

N/A This does not have shoreline frontage. SHORELINE FRONTAGE: 107'

*Shoreline Frontage is calculated by determining the average of the distances of the actual natural navigable shoreline frontage and a straight line drawn between the property lines, both of which are measured at the normal high water line ([Env-Wt 101.89](#)).*

**6. RELATED NHDES LAND RESOURCES MANAGEMENT PERMIT APPLICATIONS ASSOCIATED WITH THIS PROJECT:**  
Please indicate if any of the following permit applications are required and, if required, the status of the application.  
To determine if other Land Resources Management Permits are required, refer to the [Land Resources Management Webpage](#).

Permit Type	Permit Required	File Number	Permit Application Status
Alteration of Terrain Permit Per RSA 485-A:17	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	_____	<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Individual Sewerage Disposal per RSA 485-A:2	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	_____	<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Subdivision Approval Per RSA 485-A	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	_____	<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Shoreland Permit Per RSA 483-B	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	_____	<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED

**7. NATURAL HERITAGE BUREAU & DESIGNATED RIVERS:**  
See the [Instructions & Required Attachments](#) document for instructions to complete a & b below.

a. Natural Heritage Bureau File ID: NHB \_\_\_\_\_ - \_\_\_\_\_.

b.  This project is within a [Designated River](#) corridor. The project is within ¼ mile of: \_\_\_\_\_; and date a copy of the application was sent to the [Local River Management Advisory Committee](#): Month: \_\_\_ Day: \_\_\_ Year: \_\_\_\_

N/A - This project is not within a Designated River corridor.

[lrn@des.nh.gov](mailto:lrn@des.nh.gov) or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

[www.des.nh.gov](http://www.des.nh.gov)

**8. APPLICANT INFORMATION (Desired permit holder)**

LAST NAME, FIRST NAME, M.I.: <i>Conca, Mark D. &amp; Darlene M.</i>			
TRUST / COMPANY NAME:		MAILING ADDRESS: <i>315 River Road</i>	
TOWN/CITY: <i>West Chesterfield</i>		STATE: <i>NH</i>	ZIP CODE: <i>03466</i>
EMAIL or FAX: <i>darleneconca@gmail.com</i>		PHONE: <i>603-256-8143</i>	
ELECTRONIC COMMUNICATION: By initialing here: _____, I hereby authorize NHDES to communicate all matters relative to this application electronically.			

**9. PROPERTY OWNER INFORMATION (If different than applicant)**

LAST NAME, FIRST NAME, M.I.: <i>Conca, Mark D. &amp; Darlene M.</i>			
TRUST / COMPANY NAME:		MAILING ADDRESS: <i>315 River Road</i>	
TOWN/CITY: <i>West Chesterfield</i>		STATE: <i>NH</i>	ZIP CODE: <i>03466</i>
EMAIL or FAX: <i>darleneconca@gmail.com</i>		PHONE: <i>603-256-8143</i>	
ELECTRONIC COMMUNICATION: By initialing here <u><i>DC</i></u> , I hereby authorize NHDES to communicate all matters relative to this application electronically.			

**10. AUTHORIZED AGENT INFORMATION**

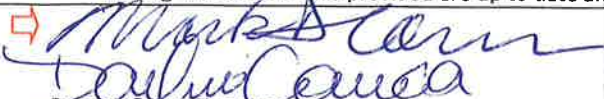
LAST NAME, FIRST NAME, M.I.:		COMPANY NAME:	
MAILING ADDRESS:			
TOWN/CITY:		STATE:	ZIP CODE:
EMAIL or FAX:		PHONE:	
ELECTRONIC COMMUNICATION: By initialing here _____, I hereby authorize NHDES to communicate all matters relative to this application electronically.			

**11. PROPERTY OWNER SIGNATURE:**

See the [Instructions & Required Attachments](#) document for clarification of the below statements

By signing the application, I am certifying that:

- I authorize the applicant and/or agent indicated on this form to act in my behalf in the processing of this application, and to furnish upon request, supplemental information in support of this permit application.
- I have reviewed and submitted information & attachments outlined in the [Instructions and Required Attachment](#) document.
- All abutters have been identified in accordance with RSA 482-A:3, I and Env-Wt 100-900.
- I have read and provided the required information outlined in Env-Wt 302.04 for the applicable project type.
- I have read and understand Env-Wt 302.03 and have chosen the least impacting alternative.
- Any structure that I am proposing to repair/replace was either previously permitted by the Wetlands Bureau or would be considered grandfathered per Env-Wt 101.47.
- I have submitted a Request for Project Review (RPR) Form ([www.nh.gov/nhdhr/review](http://www.nh.gov/nhdhr/review)) to the NH State Historic Preservation Officer (SHPO) at the NH Division of Historical Resources to identify the presence of historical/ archeological resources while coordinating with the lead federal agency for National Historic Preservation Act (NHPA) 106 compliance.
- I authorize NHDES and the municipal conservation commission to inspect the site of the proposed project.
- I have reviewed the information being submitted and that to the best of my knowledge the information is true and accurate.
- I understand that the willful submission of falsified or misrepresented information to the NHDES is a criminal act, which may result in legal action.
- I am aware that the work I am proposing may require additional state, local or federal permits which I am responsible for obtaining.
- The mailing addresses I have provided are up to date and appropriate for receipt of NHDES correspondence. NHDES will not forward returned

	<i>Mark Conca</i> <i>Darlene Conca</i>	<i>2/17/2020</i>
Property Owner Signature	Print name legibly	Date

[irm@des.nh.gov](mailto:irm@des.nh.gov) or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095


[www.des.nh.gov](http://www.des.nh.gov)

**MUNICIPAL SIGNATURES**

**12. CONSERVATION COMMISSION SIGNATURE**

The signature below certifies that the municipal conservation commission has reviewed this application, and:

1. Waives its right to intervene per RSA 482-A:11;
2. Believes that the application and submitted plans accurately represent the proposed project; and
3. Has no objection to permitting the proposed work.

	Print name legibly	Date
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**DIRECTIONS FOR CONSERVATION COMMISSION**

1. Expedited review **ONLY** requires that the conservation commission's signature is obtained in the space above.
2. Expedited review requires the Conservation Commission signature be obtained **prior** to the submittal of the original application to the Town/City Clerk for signature.
3. The Conservation Commission may refuse to sign. If the Conservation Commission does not sign this statement for any reason, the application is not eligible for expedited review and the application will be reviewed in the standard review time frame.

**13. TOWN / CITY CLERK SIGNATURE**

As required by Chapter 482-A:3 (amended 2014), I hereby certify that the applicant has filed four application forms, four detailed plans, and four USGS location maps with the town/city indicated below.

	Print name legibly	Town/City	Date
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**DIRECTIONS FOR TOWN/CITY CLERK:**

Per RSA 482-A:3,I

1. For applications where "Expedited Review" is checked on page 1, if the Conservation Commission signature is not present, NHDES will accept the permit application, but it will NOT receive the expedited review time.
2. **IMMEDIATELY** sign the original application form and four copies in the signature space provided above;
3. Return the signed original application form and attachments to the applicant so that the applicant may submit the application form and attachments to NHDES by mail or hand delivery.
4. **IMMEDIATELY** distribute a copy of the application with one complete set of attachments to each of the following bodies: the municipal Conservation Commission, the local governing body (Board of Selectmen or Town/City Council), and the Planning Board; and
5. Retain one copy of the application form and one complete set of attachments and make them reasonably accessible for public review.

**DIRECTIONS FOR APPLICANT:**

1. Submit the single, original permit application form bearing the signature of the Town/ City Clerk, additional materials, and the application fee to NHDES by mail or hand delivery.

**14. IMPACT AREA:**

For each jurisdictional area that will be/has been impacted, provide square feet and, if applicable, linear feet of impact.

**Permanent:** impacts that will remain after the project is complete.

**Temporary:** impacts not intended to remain (and will be restored to pre-construction conditions) after the project is completed.

**Intermittent Streams:** linear footage distance of disturbance is measured along the thread of the channel.

**Perennial Streams/ Rivers:** the total linear footage distance is calculated by summing the lengths of disturbance to the channel and each bank.

JURISDICTIONAL AREA	PERMANENT Sq. Ft. / Lin. Ft.	TEMPORARY Sq. Ft. / Lin. Ft.
Forested wetland	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Scrub-shrub wetland	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Emergent wetland	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Wet meadow	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Intermittent stream channel	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Perennial Stream / River channel	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Lake / Pond	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Bank - Intermittent stream	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Bank - Perennial stream / River	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Bank - Lake / Pond	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Tidal water	/ <input type="checkbox"/> ATF	/ <input type="checkbox"/> ATF
Salt marsh	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Sand dune	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Prime wetland	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Prime wetland buffer	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Undeveloped Tidal Buffer Zone (TBZ)	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Previously-developed upland in TBZ	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Docking - Lake / Pond	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Docking - River	160 <input type="checkbox"/> ATF	167.5 <input type="checkbox"/> ATF
Docking - Tidal Water	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
Vernal Pool	<input type="checkbox"/> ATF	<input type="checkbox"/> ATF
<b>TOTAL</b>	160'	167.5

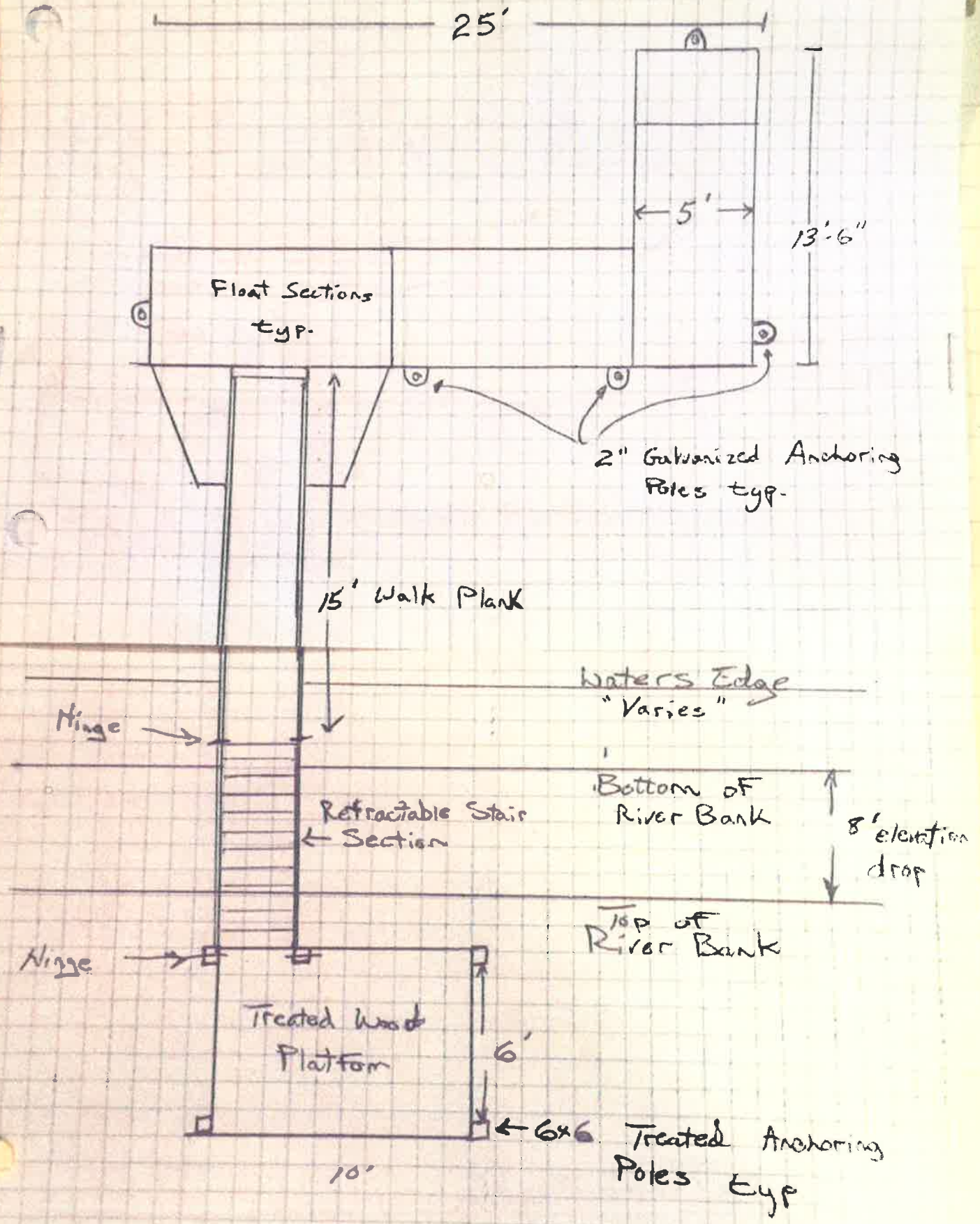
**15. APPLICATION FEE:** See the [Instructions & Required Attachments](#) document for further instruction

Minimum Impact Fee: Flat fee of \$ 200

Minor or Major Impact Fee: Calculate using the below table below

Permanent and Temporary (non-docking)	160 sq. ft.	X \$0.20 =	\$ 32.00
Temporary (seasonal) docking structure:	167.5 sq. ft.	X \$1.00 =	\$ 167.50
Permanent docking structure:	sq. ft.	X \$2.00 =	\$
<b>Projects proposing shoreline structures (including docks) add \$200 =</b>			<b>\$</b>
<b>Total =</b>			<b>\$</b>

The Application Fee is the above calculated Total or \$200, whichever is greater = \$ 199.50











DOD

Auroch

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P



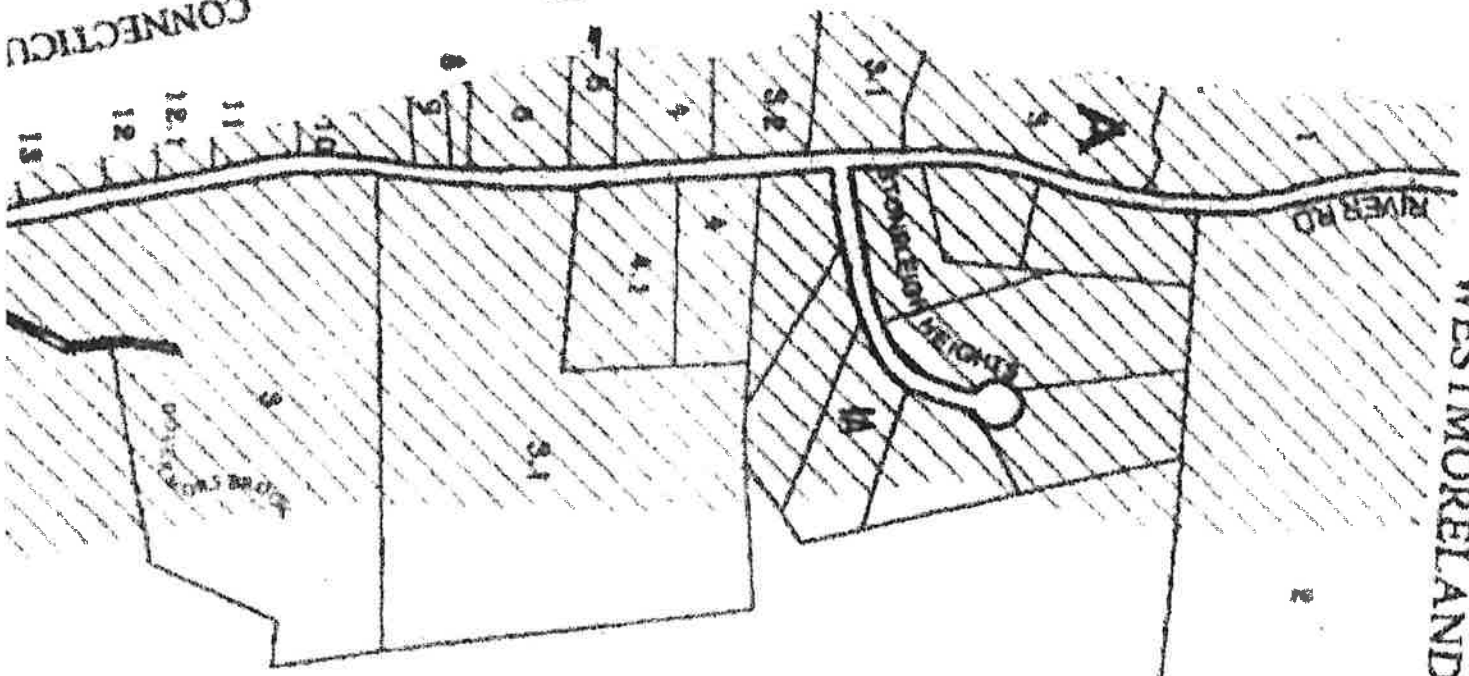
Handwritten text in a rectangular box, possibly a name or location: "KAYAK" and "SUNNY".

*Dock location*



STATE OF VERMONT

CONNECTICUT



WESTMORELAND

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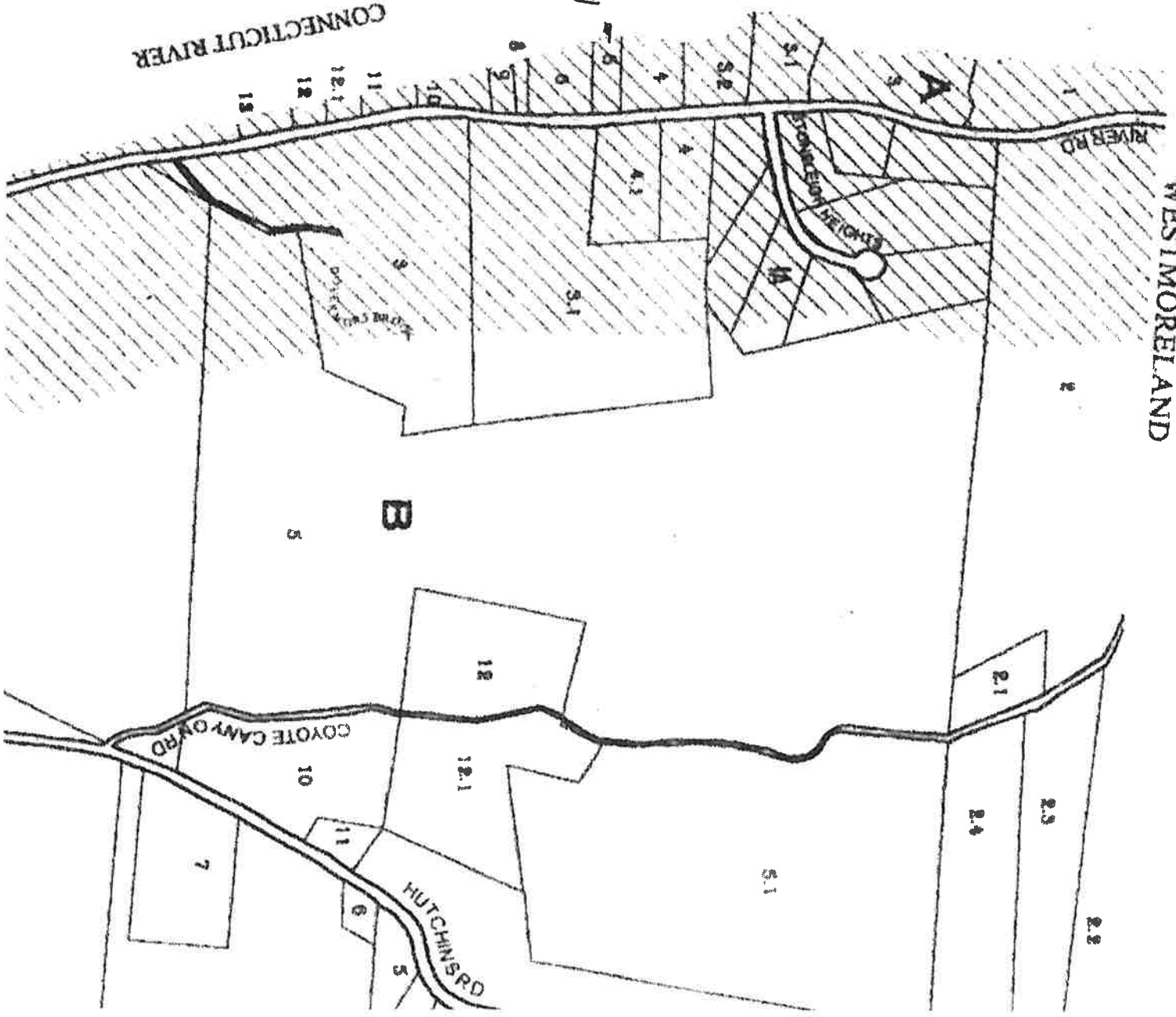
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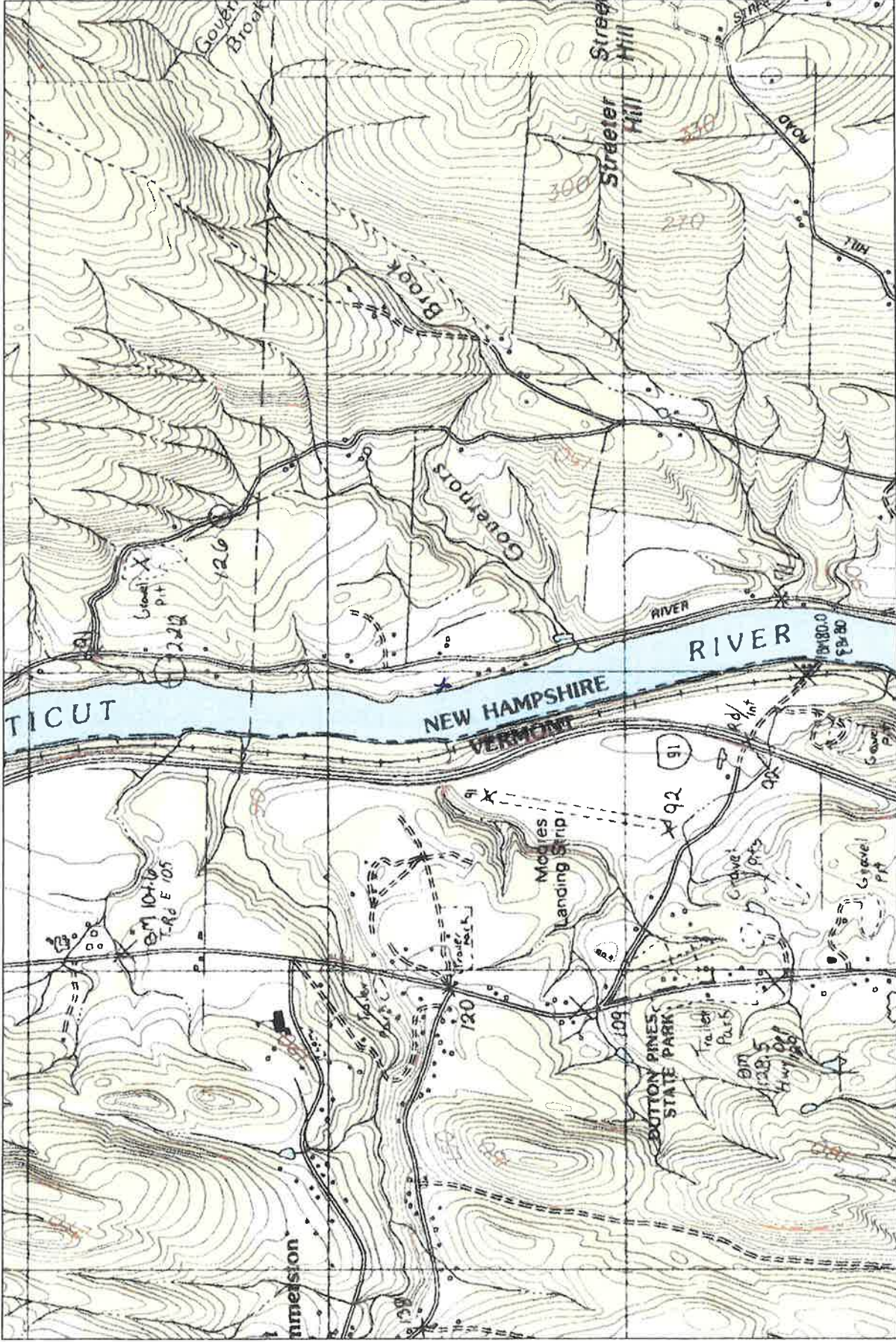
STATE OF VERMONT

*Dock location*  
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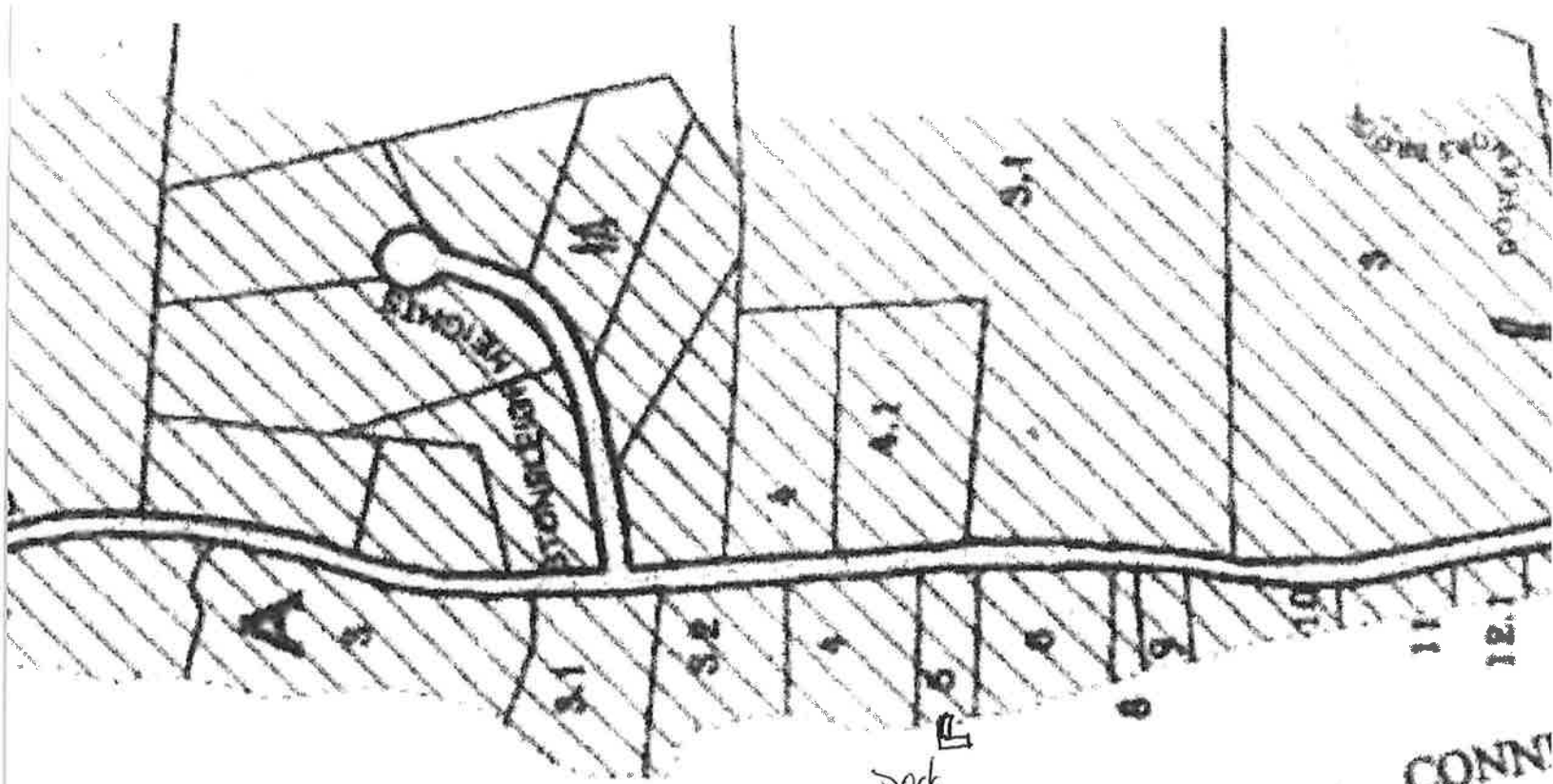
CONNECTICUT RIVER

WESTMORELAND





Map provided by MyTopo.com



Duck location

STATE OF VERMONT

CONN