Vice-Chairman Norma O'Leary called the meeting to order at 7:04 PM.

Members present: Ron Tillen, Peter Cummins, Norma O'Leary and Carol Smith.

Staff present: Audrey Witkowski and Carolyn Werge.

Approval of Minutes
1. Carol Smith moved and Peter Cummins seconded the motion to accept the minutes of the September 16, 2019 meeting as presented. All in favor. The motion carried.

Financial Matters
1. No update.

Correspondence
a. Members received via email:

b. Incoming Mail:
   2) A reminder from the town clerk to submit the 2020 meeting schedule by December 6, dated 10 October 2019.
   3) The Last Green Valley is requesting an itemized list of expenditures, in-kind contributions or volunteer time for the fiscal year, dated October 2019.
   4) A copy of the CT Department of Energy & Environmental Protection’s approval of the Raceway Golf Club & Restaurant’s request for water diversion for the golf course, dated 28 October 2019.
   5) The Summer/Fall 2019 edition of the Habitat from CACIWC.
   6) A memo from the Selectmen’s Office on procedures for FOIA requests, dated 17 October 2019.
   8) The registration form for CACIWC’s 42nd Annual Meeting & Environmental Conference on Saturday, November 23, 2019.
   9) A thank you from the CT Land Conservation Council for the commission’s contribution.

b. Outgoing Mail:
   1) Carolyn Werge’s response to the Last Green Valley’s request for itemized list.

d. Incoming Mail via email:
   1) The Selectmen’s Office is requesting articles to be submitted by November 22 for the Selectmen’s Update January 2020, dated 30 October 2019.

e. Outgoing Mail via email: None.

Officer and Committee Reports
1. Conservation Officer Report
   a. New Requests: None.
   b. Old Requests: None.
   c. Updates:
      1) The Thompson Historical Society’s Historic Properties project has been added to Map Geo and is now available to the public.
      2) Carolyn Werge has been attending the PZC Subcommittee meetings for the regulations revisions. The revisions are focused on encouraging commercial growth in the appropriate areas while allowing residential growth with reasonable restrictions.
      3) The Conservation Easement issues at 173 Hill Road were resolved by allowing brush to be cut providing tree is no work done in the actual wetland and that the cut brush is not placed in the wetland.
4) The Last Green Valley requested an itemized list of the expenditures, in-kind contributions and volunteer time pertaining to conservation and preservation work for the fiscal year. Carolyn Werge compiled a list and submitted it.

5) The Wyndham Land Trust acquired two more parcels on Bull Hill from the Guile Estate. Carolyn Werge has added them to the Commission’s files and added the parcels to the map.

6) Carolyn Werge will be assisting the Wetlands Agent with building permit reviews and other wetland business while the Wetlands Agent is out on medical leave.

7) Carolyn Werge drafted an article for the Selectmen’s Update. The Commission reviewed it and made a few adjustments.

2. Other

Old Business
1. Update on previous Conservation reviews: No update.
2. Blue Bird houses: No update.
3. Fabyan Property with “Honor Roll” marker: No update.
4. Groundwater protection:
   a. While rewriting the zoning regulations, the PZC subcommittee is considering a groundwater overlay district over the aquifers as a protection zone.
   b. The Raceway Golf Club & Restaurant received approval from DEEP for water diversion for the golf course. Norma O’Leary asked if the application was different from previous years as the Raceway has acquired new property and if it will effect the agriculture in town who use the waterways. Carolyn Werge will review the previous applications.
   c. The Madison Avenue development off of Thompson Road is in a high water table area but is not considered wetlands. The project was approved years ago.

5. Neglected Cemetery Grant:
   a. A bill was submitted by Mark Hamel for his work in the cemeteries. The bill will be paid through the financial department and the town will be reimbursed by through the grant.

New Business
1. The Commission was presented with the 2020 meeting dates. A typo was corrected and the year 2020 was added to the description.
   a. Ron Tillen moved and Peter Cummins seconded the motion to accept the 2020 meeting schedule with the adjustments. All in favor. The motion carried.

Citizens’ Comments

Members’ Forum
1. Norma O’Leary received a thank you note from Joseph Parodi-Brown after allowing students from Marianapolis volunteer to clean up the cemeteries.
2. Ron Tillen discussed the new acquisitions by the Wyndham Land Trust.

Announcements
1. The new town Selectmen were sworn in today.

Future Meeting
1. The next meeting will be held Monday, December 16, 2019 at 7 PM in the Town Hall 2nd Floor Conference Room.

Adjournment
1. Vice-Chairman O’Leary adjourned the meeting at 8:00PM.