

MINUTES
INLAND WETLANDS AGENCY
SEPTEMBER 12, 2012 - 7:00 P.M.
TOWN HALL ANNEX - COMMUNITY ROOM 2

I. ROLL CALL

Agency: Scott, Sutphen, Block, Ashworth, Furlong, Williams
Staff: Jones, Galetta

The meeting was called to order by Chairperson Scott at 7:00 p.m.

II. PUBLIC COMMUNICATIONS – None

III. APPROVAL OF THE MINUTES OF August 22, 2012 and August 27, 2012

MOTION: To approve the minutes of August 22, 2012, as amended, and August 27, 2012 special meeting

Motion to approve both made by Sutphen, seconded by Ashworth, so voted unanimously

IV. NEW APPLICATIONS – None

V. NEW BUSINESS

1. Refresher Course on Commission Functions, Procedures, Activities and Related Legal Matters

Eileen Duggan, Town Attorney, specializing in labor law, made a presentation to the Board regarding staff and agency interactions and relations.

Ms. Duggan distributed a handout titled “Staff and Agency Member Relations” (attached to these minutes).

2. Report of Chair – None

3. Report of Staff – None

- a) Estate of Casimir Machowski etal. V. Inland Wetlands Commission of the City of Ansonia

Staff discussed this recent court case with Agency members. Essentially this permit denial was overturned in Superior Court because of the lack of specific evidence in the record to demonstrate adverse impact to the wetlands.

- b) 2012 Legislation and Regulation Advisory

Staff gave the Agency a legislative update from DEEP. The new legislation allows seasonal permit restrictions which the IWA already

does. It also changes the duration of permits. After October 1, 2012 permits are good for 10 years or however long the Planning Commission and/or Zoning Commission gives for these permits whichever is less. This only impacts applications that need Planning or Zoning approval in addition to Wetlands.

VI. ADJOURNMENT

Meeting adjourned at 7:41 p.m. by Scott, seconded by Sutphen, so voted unanimously.



Barbara Block, Secretary
Inland Wetland Agency

Prepared by Lynda Galetta
Office Assistant II

9/12/12
IWA

Staff and Agency Member Relations

Goal: Discussion, understanding and consensus regarding (1) basic, common sense aspects of a positive and productive working relationship between staff and agency members, and (2) certain legal considerations in ensuring that the environment in which the Town's employees are required to carry out their duties is appropriate.

Legal Issues Related to Staff-Agency Interactions

Avoiding behaviors or comments that may rise to the level workplace harassment, as that phrase is construed under federal and state statutes, as well as the Town's employee handbook.

Avoiding behaviors or comments that may rise to the level of violence in the workplace, which is broadly defined in the Town's employee handbook.

General Expectations and Understandings that Support Positive Staff-Agency Interactions

Staff and agency members are representatives of the Town with the collective goal of serving the best interest of the Town within the governing statutes and agency regulations.

Staff recognizes that while each member of the agency is a volunteer, those volunteers ultimately are charged with decision-making.

Members of the agency, in turn, recognize that staff are professionals with extensive education, training and experience in land use matters. Members view staff as a positive resource.

Staff and agency members are not required to, and certainly will not always, agree with one another; staff and agency members also may not like one another. Respect and civility in discussions where such substantive disagreements exist, however, are required.

Staff and agency members agree to limit their expressions or statements of disagreement to matters of substance; comments should not be personal in nature.