

**TOWN OF SHIRLEY
CONSERVATION COMMISSION**

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CONSERVATION COMMISSION MINUTES OF December 18, 2017

MEMBERS PRESENT: Jennifer McGuinness, Chair; Bob Burkhardt, Vice Chair; Marie Elwyn, Member; and Hans Onsager, Member

NOT PRESENT: Jeff DiNardo, Member; Mike Lance, Member; Nancy Askin, Associate; and E. Heidi Ricci, Associate

ALSO PRESENT: Mike Fleming, Conservation Agent; Stephen Del Sonno and Phil Cotto, SCG / 49 Brattle St. / Arlington, MA; Tyler Haynes and Victor Manougian, McLane Middleton / 900 Elm St. / Manchester, NH; Jesse Moreno, ProTerra Design Group, LLC / 4 Bay Rd. Bldg. A, Suite 200, Hadley, MA

Jennifer McGuinness, Chair; opened the meeting at 7:03 PM and announced that the proceedings would be recorded using an audio recorder, and video recorded for local cable TV (SPACO). Any audience member recording (audio or video) must notify the Chair.

MINUTES FOR REVIEW / APPROVAL

- The minutes from the November 28, 2017 meeting were handed out and reviewed by members. **M/S/V** Motion made by Bob and 2nd by Marie to approve the minutes as presented. Motion passed unanimously. CC members signed minutes.

ACCOUNTS PAYABLE:

- Payroll: Mike Fleming, Conservation Agent
 - Week ending 12/02/17 19.0 hours \$ 446.12
 - Week ending 12/09/17 19.0 hours \$ 446.12
 - Week ending 12/16/17 17.0 hours \$ 399.16
- Bills / Invoices / Reimbursements
 - N/A

BUDGET

- November 2018 Budget / Balances: Mike F. reported he has not had time to address this to-date. Item was continued to next Conservation Commission (CC) meeting.

NEW WETLANDS BUSINESS:

- 7:15 PM – Public Meeting: Request for Determination of Applicability / 17 Leominster Road / N/F Ampac Enterprises Inc. / Verizon: Jen opened public meeting at 7:15PM. Presentation provided by Victor Manougian, McLane Middleton representing N/F Ampac Enterprises Inc. / Verizon. CC Members asked several questions related to the installation of a concrete slab, cutting of existing pavement, and any required preparation of the subgrade. Jen requested installation of silt sack, mulch sock around catch basin. Bob asked about the batteries and containment provisions. Jen and representatives discussed containment provisions. **M/S/V** Motion made by Bob and 2nd by Marie to approve a Determination of Applicability as a Negative determination #3 with conditions of installation of silt sack around catch basin, and mulch sock if excavation required, and contact CC Agent prior to the start of any work for a site inspection. Motion passed unanimously. CC members signed the DOA. DOA was hand delivered to representative.
- Enforcement Order / Expired OOC #284-0411 / Great Road / Acme Trailer Park: Mike F. discussed EO issued on 12/12/2017 to LeMac Realty Trust. Mike F. met with Jack Visniewski, owner's representative CC Members discussed. **M/S/V** Motion made by Bob and 2nd by Marie to ratify the EO. Motion passed unanimously. CC members signed the EO.
- Request for Certificate of Compliance / #284-0452 / 37A Holden Road / Daniel McNiff / J&A Realty Trust: Mike F. reported that the Affidavit to-date has not been received. Item was continued to next Conservation Commission (CC) meeting. Action Item: Mike F. will contact applicant on status of Affidavit.
- Request for Certificate of Compliance / #284-0447 / 16 Morse Circle / B Squared Corp. / John Delourey & George Morey: Mike F. provided status report. Met with Rob Oliva, David E. Ross Associates, applicant's representative on 12/11/2017 at site. Additional work needed before COC can be issued. New owner "Affidavit" is also required. Action Item: Mike F. will follow-up with Rob Oliva.
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OLD WETLANDS BUSINESS: Jen opened discussion.

- Orders of Conditions (OOC #284-0430) / Shawn Hillman / 44 Horse Pond Road / Enforcement Order / Status: Mike F. provided update. Action Item: Mike F. will forward to Jen the e-mail to DEP requesting DEP's assistance with the Enforcement of OOC. Action Item: Jen will contact DEP to follow-up on request. Action Item: Mike F. will follow-up on review of Shirley bylaws for fines and fees that can be assessed by the CC.

OTHER CONSERVATION BUSINESS *(not all items listed may be discussed / all items listed may be taken up at any time during the meeting):* Jen opened discussion.

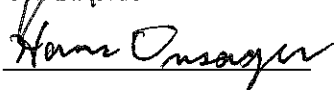
- Conservation Commission / Vacancy: Mike F. provided brief update. Action Item: Mike F. will bump the CC Vacancy to top of news / events.
- Open Space and Recreation Plan Committee (OS&RP): Jen provided update from Betsy. Included time-line for submission to EEA and still looking into printing costs.
- Shirley Trails: Mike F. no updates at this time.
 - Trails / Signs / Parking / other
- Longley Acres
 - 1-year License Agreement / John Mitton: Mike F. reported that he had called Mr. Mitton and left message about agreement. Action Item: Mike F. will follow-up with Mr. Mitton.
 - 5-year License Agreement / Mike & Kim Hampson: Mike F. reported insurance is still not in place. Action Item: Mike F. will follow-up on insurance.
- Forest Management
 - Pumpkin Brook Link Conservation Area / DFW Turtle Habitat Implementation Assistance: Mike F. briefly discussed. Action Item: Mike F. will follow-up with Gary Gouldrup about initiating the harvesting.
 - DCR Forest Stewardship Implementation Grant: Mike F. had nothing to report.
- Land Acquisition
 - Longley Road (89-A-4.1) / Patrick Warner / 10.7 ac / potential donation to Shirley CC: Mike F. provided update. Action Item: Mike F. will work on drafting DEED language and follow-up on Title Exam with vendor.
 - Center Road (35-A-2) / Griffin Family Trust / ~9 ac / donation to Shirley CC: Mike F. provided update. Action Item: Mike F. will follow-up on DEED status.
 - 0 Little Turnpike Road / Farrar / Chapter 61B: Mike F. had nothing to report at this time.
- Land Management: Nothing to report at this time.
 - Fredonian Nature Center / Project / Funding / ADA Accessibility
 - Conservation Restrictions / Conservation Commission - Grantee / Annual Monitoring Program
- Town Permits
 - 42 Lawton Road (87-A-2.8) / Brad & Christa Wolansky / Building Permit / N/A: Mike F. reported that this application was not within the jurisdiction of the CC.
- Miscellaneous
 - Name Plates: Mike F. discussed name plates made with card stock displayed in front of CC Members this evening. Marie worked with Mike F. to put these together.
- Upcoming / Past Events & Meetings
 - Mike F. provided a copy of the MEMO sent to the Hazen Memorial Library from the Mike F. for the CC regarding the donation of the "Compass Land Surveying" book. Marie read the MEMO to all present.
 - Massachusetts Society of Municipal Conservation Professionals e-mail: Mike F. discussed the e-mail forwarded to CC Members (today) for their review / interest (see: **Article 97 needs your help!** in the e-mail).

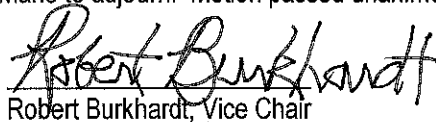
ADJOURNMENT

- **M/S/V** Motion made by Bob, 2nd by Marie to adjourn. Motion passed unanimously. Meeting adjourned at 7:44 PM.


Jennifer McGuinness, Chair


Jeff DiVardo


Hans Onsager


Robert Burkhardt, Vice Chair


Marie Elwyn

Hans Onsager

Michael Lance

Vacant

Respectfully submitted,
David Bortell, Chair

APPROVED BY SHIRLEY CONSERVATION COMMISSION ON 1/9/2018
GIVEN TO SHIRLEY TOWN CLERK ON 1/16/18

