



Conservation Commission  
Town of Townsend  
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TOWN OF TOWNSEND  
TOWN CLERK

Jennifer Eaton, Vice Chair (2023)  
James Gates (2024)

James LeCuyer (2022)  
Colby Streeter (2025)

Anne LeCuyer (2023)  
Joan Savoy, Clerk (2024)

Jessica Consolvo, Conservation Agent

Matthew Matos, Administrative Assistant

## Meeting of the Townsend Conservation Commission MINUTES

Wednesday, March 23<sup>rd</sup>, 2022 @ 7:00 pm

**THIS IS AN OPEN MEETING AND ALL ARE INVITED TO ATTEND**

**SELECTMEN'S CHAMBERS, 272 MAIN STREET, TOWNSEND, MA**

Or via remote ZOOM for convenience

Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting will not be suspended or terminated if technical problems interrupt the virtual broadcast, unless otherwise required to by law. Members of the public with interest in a specific agenda item should make plans for in-person attendance.

### Join Zoom Meeting

<https://us02web.zoom.us/j/85610483157?pwd=UkQvT0h0c1ZlSk5ZbjR4SjdnamxpZz09>

**Meeting ID:** 856 1048 3157

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## **1.0 Preliminaries – Votes May Be Taken:**

**1.1 - Call the meeting to order and roll call** Meeting called to order by Vice Chair JE at 7:04PM under the Wetlands Protection Act (WPA) and the Townsend Wetland Bylaw (TWB).

Roll Call: JS (P) JG (P) JE (P) JL (A) AL (A) CS (P at 7:21PM)

**1.2 - Announce the meeting is being video recorded. Is anyone else recording?** No one else is recording

**1.3 - Chairman's Additions and/or Deletions** The meeting is paused until CS arrives in order to reach a quorum. Meeting is reopened at 7:21PM. JE asks for a motion to replace 3.7 with a discussion of ACEC & DCR. She would also like to add 3.9 – schedule BDR walk at Campbell Farm, 4.1 – email from LUC regarding stormwater management page, and 4.2 – email from Nathan Landino at NMRS regarding volunteer work.

*JS motions to approve chairman's additions/deletions, JG seconded  
The motion passes unanimously*

**1.4 – Chair's report** JE has noticed invasive species, Japanese Knotweed and Barberry, over by Adams Dam that need removal. She also announces that it is now turtle season, so the CC needs to ensure that any work in priority habitat follows strict guidelines. She also reminds the new members of the CC that they need to complete their ethics training.

## **1.5 - Review/Approve the meeting minutes from 2/24/22 & 3/9/22**

*JS motions to approve the 2/24 minutes, JG seconded  
The motion passes unanimously*

The 3/9 minutes have not been completed yet and will be voted on at the next meeting.

**1.6 - Agent's report** JC reports 3 building permit signoffs including 125 South Row Rd, 7 Maplewood Dr, and 224 North End Rd. The CC's comments on 169 Wallace Hill Rd have been submitted to the ZBA. As of 3/23 5 site visits have been conducted for CC owned land and 3 applicants have been reached out to regarding COCs that have not been filed. The OOC for 82 Ball Rd was mailed out 3/16 and we are still on hold for the 46 Emery Rd RDA. The request to amend OOC was emailed to Squannacook Greenways on 3/16. The Right of Entry Agreement was co-signed for tree clearing behind 1 Capricorn Ln. Violation notices were mailed to 1 Warner Rd and 61 Edward Rd. The violations were for various offenses such as littering in wetlands and burn piles of yard waste. JC has been in contact with these residents and steps are being taken to address the violations.

## **2.0 Hearings and Appointments– Votes May Be Taken:**

## **3.0 Work Session – Votes May Be Taken:**

**3.1 – TWB 2022-120 (Continued from 3/9), 46 Emery Road Request for Determination of Applicability for the removal of trees immediately adjacent to both a pond and surrounding wetlands**  
The applicants continue to request to put this RDA on hold.

*JG motions to continue, CS seconded  
The motion passes unanimously*

**3.2 – Riparian Buffer discussion with Al Futterman from NRWA** AF shares his screen so that the CC can follow along with his presentation. The NRWA have grant money to repair riparian buffers and have chosen to focus on a quarter mile along the Squannacook Greenway near Rossbach Bridge. They plan to conduct the work in late May and will expand the riparian buffer to 50ft by planting trees and other vegetation. The area they will be working on is owned by Mass Wildlife. NRWA is looking for CC approval before they file with NHESP (Natural Heritage & Endangered Species Program). JG asks that AF reach out to the farmers that hay that field, so they don't accidentally mow down any trees. AF says that he has reached out to them, and they will be on site the day of the planting. The CC give their approval and ask AF to reach back out if they need any volunteers. AF also mentions that NRWA might be able to help remove the invasive species by Adams Dam.

**3.3 – Mandatory Referral Notice from PB regarding proposed bylaw amendment Sec. 145-26.A. 10.a** This amendment would add specification/clarification to the laws regarding the raising and keeping of small flocks of fowl. The CC has no comment for the PB.

*JS motions to submit no comment to the PB, JG seconded  
The motion passes unanimously*

**3.4 – Mandatory Referral Notice from PB regarding proposed bylaw amendment Sec. 145-26.B.9** This amendment would allow commercial dog grooming, dog training, and dog daycare. The CC have no comment for the PB

*JG motions to submit no comment to the PB, JS seconded  
The motion passes unanimously*

**3.5 – Discussion about potential CC fee schedule revisions** JC would like to change the RDA fees to a flat fee as opposed to rated by foot of wetland delineation. JG would also like for a 5<sup>th</sup> fee category to be added for non-profits, so that they are either exempt or have a discounted fee schedule. There is discussion over what amount the nonprofits should be paying, and the CC eventually decides to come back at the next meeting with exact numbers. JS would also like to increase the maximum fee amount.

*JG motions to table this discussion to the next meeting, CS seconded  
The motion passes unanimously*

**3.6 – Review/approve checklist for NOI submittals** JG would like this list to be as comprehensive and specific as possible so that it increases the likelihood of a successful filing. JC mentions she added the narrative explaining alternatives and mitigation plan to the checklist in an attempt to streamline applications. This checklist is for MM's and JC's recordkeeping, but it would also make sense to post it on the town's website, so that applicants have a good understanding of what they need to submit. The CC give their approval of the checklist and leave any future changes to MM's and JC's discretion.

*JG motions to approve the checklist, JS seconded  
The motion passes unanimously*

**3.7 – Discuss Townsend Brownfields list ACEC & DCR discussion** JS has been in touch with Nancy Putnam of DCR and she has not been able to confirm which April meeting she can attend. NP plans to give an introductory presentation regarding ACECs.



**3.8 – Discuss potential Ch. 138 amendment and submit comments to the BOS** Veronica Kelly (BOS liaison) informs the CC that the BOS will be discussing this amendment at their meeting 4/5 and will have a meeting regarding all ATM warrants at their meeting 4/20. VK asks the CC to write down their comments and submit them to the BOS before their 4/5 meeting. The CC decides to submit any comments individually.

*JS motions to submit individual comments to the BOS, JG seconded  
The motion passes unanimously*

**3.9 – Schedule BDR walk for Campbell Farm** When the CR was signed for Campbell Farm it included a Baseline Development Report which shows the characteristics of the property. The CC is responsible for coming up with a stewardship plan, which necessitates a trip out to the property, to ensure that the characteristics on the BDR are accurate. JC would like the first site visit to take place before the leaves start coming back on the trees. JC believes the site visit will take approximately 90 minutes and reminds the CC that the property is about 50 acres. The CC pick a date/time they would all be available, and they settle on April 11<sup>th</sup> 9:30-11:30AM. JC volunteers to reach out to the trustees to let them know and ask if they want to join the CC on the site walk.

#### **4.0 Correspondence – Votes May Be Taken:**

**4.1 – Email from Mike Crowley (Land Use Coordinator) regarding stormwater management page** MC has uploaded a new page to the town website with educational materials for stormwater management. He asks that the CC email him with any comments.

**4.2 – Email from Nathan Landino regarding potential volunteer work** NL has 25 potential volunteers offering help to the CC and want to know if the CC has any projects they would like them to work on. The volunteers would be available on 4/21. The CC asks VK if she has any information on this. VK informs the CC that these volunteers are from North Regional Middlesex High School and that they have volunteered for the CC in the past. VK also brings up the fact that the CC should look into whether they need to file any paperwork before working with volunteers. JS brings up the idea to have the volunteers help in the removal of invasive species by Adams Dam. CS asks what their limitations are, if they can work with power tools or other machinery etc., and JC says she'll reach out with these questions. JG and CS bring up the fact that this time of year isn't great for removing Japanese Knotweed because it's already seeded, so JC recommends removing the barberry instead. JE also reminds the CC that they will need to reach out to the NHESP and the NRW to make sure they are allowed to remove plants so close to the Squannacook River. JE would also like for members of the CC to go on a site visit out to Adams Dam so they can see the invasives themselves. The CC also doesn't know if the volunteers would be bringing their own supplies or if the CC would have to provide them.

#### **5.0 Education and Conferences – Votes May Be Taken:**

**5.1 – Members of the CC have received fundamentals certification from MACC** JE and the rest of the CC congratulate JS and JC for completing their fundamentals training.

#### **6.0 Items for discussion at next meeting:**

Vote on fee schedule, volunteer workers discussion, Nancy Putnam presentation, updated brownfields list, discussion on voting for officers

**7.0 Next meeting:** Wednesday, April 13<sup>th</sup>, 2022 at 7:00 pm, BOS Chambers, 2<sup>nd</sup> floor. This meeting will also be held via virtual Zoom remote in accordance with Covid-19 safe meeting guidelines.

**8.0 Executive Session – Votes may be taken:**

Executive Session pursuant to GL c. 30A s21 (a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Wescon v. Townsend Conservation Commission)

*JS motions to enter executive session and to adjourn from executive session, JG seconded  
The motion passes unanimously*

**9.0 Adjournment:**

The CC ended the open session at approximately 8:12PM