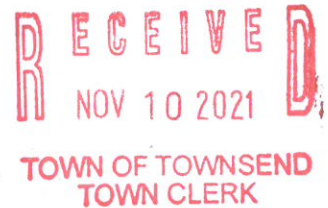


Conservation Commission
Town of Townsend
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Townsend, MA 01469
ph: (978)597-1700, ext. 1739



James Deroian, Chair
Jenifer Eaton, Vice Chair

James LeCuyer
James Gates

Anne LeCuyer
Joan Savoy, Clerk

08/11/21 Minutes Townsend Conservation Commission Meeting
recorded by TCAM and uploaded to the Townsend, MA YouTube Channel

I. Preliminaries

- 1.1 Meeting called to order by the Chair, JD at approximately 7pm. Roll call: JD, JL, AL, JG, JE and JS in attendance.
- 1.2 JD announced the meeting is being video recorded by TCAM and all meetings going forward will be also.
- 1.3 Chairman's Additions or Deletions – The Chair added item 3.8 to the agenda. JS asked if anyone else was recording. No positive responses.
- 1.4 Public Comment Period – No public comments made.
- 1.5 There were no meeting minutes to review or approve. The Chair announced that the new Conservation Agent begins on August 16, 2021.

II. Appointments and Hearings

2.1 - At 7:10 pm JD opened the hearing for the Wild and Scenic Grant Committee, NOI 308-0684, Roger Rapoza on behalf of Townsend Cemetery & Parks, Location- Off Jefts Street. JD asked for a vote to approve the NOI but first there was a delay to check the Return Receipt abutters cards. JE reported there were no changes to the project. JE, Clerk, read the Legal Notice from the Lowell Sun. Roger Rapoza (RR) asked for a continuation due to a concern about seeded wattles. JD said the Commission needs more information about the plan. AL spoke about a steep area that would benefit from the placing of the seeded wattles. JS said all the information was in the NOI and RR agreed. JD said the wattles would be added to the OOC. JD asked for a motion to approve the NOI. Motion made by JE and seconded by JS. Unanimous vote yes. JS made a motion to close the hearing. JE seconded. Unanimous vote yes. A decision was made by the Commission to sign documents after the meeting.

2.2 – At 7:20 pm JD opened a discussion of the Conservation Restriction (CR) for Campbell Farm/Dana Roberts (DR). It was established that there were two versions of the CR, and each had a separate number. Veronica Kell, Conservation Liaison, was asked by JS to contribute to

the discussion. The CR has to be just one version with only one number. DR's preferred version began with the #4 and was not the earlier version vetted by Town Counsel. It was decided the Town and Commission would work with DR on his preferred version and then get it to Town Counsel and EEA, as required, for their remarks and review. It was decided this discussion did not constitute a hearing.

2.3 - JD opened a discussion of Lot 1 and 2 Warren Road. They did receive their DEP number 308-0685. JD made a motion to open the hearing. Discussion ensued and Kevin Smith, owner, presented. JD made a motion to approve the NOI. AL made the motion and it was seconded by JL. Unanimous yes vote. JG reminded KS of the 10 day waiting period. JD made a motion to close the hearing. AL made the motion and JS seconded. Unanimous yes vote.

2.4 – JD opened the discussion about Squannacook Greenways (SG)/the Rail Trail bridge project. Discussion ensued about the fact that the NOIs were missing and had not been received by the Commission. Joan Wotkowicz (JW) of SG/the Rail Trail presented some information about the bridge project and prepared NOI. JD said we would need a site walk. JW said Stan Dillis needed to attend the site walk. The Conservation Liaison said the owner, the Town, had to give permission for the site walk by using an Authorization Form to Represent the Property Owner. Conversation ensued about the abutters. It was established that the NOI had not been assigned a DEP number, however.

III. Work Session

3.1 – The Liaison (VK) opened the discussion about the new Conservation Agent by describing her background. The Commission discussed how they wanted to meet the new Agent. JL asked why the ConsComm hadn't vetted the new CA. JS said the Commission had not vetted Dave Henkels. The Liaison stated that the then-ConsComm had ceased working during the time of the hiring in June. JD stated he was grateful and comfortable we had a new Agent.

3.2 – The status of the Forest Cutting on Fessenden Hill Rd. was discussed. JD said he's contact Mike Myers of Forestry Service.

3.3 – JD discussed the emergency tree cutting on Hog Hill Rd/Haynes Rd. due to a breaching of a beaver dam. JG commented and JD said he would talk to Highway Dept. about it.

3.4 – JD said we should join NRWA. JE said we actually are members. We need to pay \$100.00 in dues to rejoin. Discussion ensued about paying for the dues out of the general fund. JD made a motion to rejoin the NRWA. JG seconded. Unanimous yes vote.

3.5 – JD discussed who could unlock the ConsComm office and JS discussed protocol for how the public could access files. Jennifer Petit discussed past protocol. JE said the new agent shouldn't be overseeing the public's access to the files as she only works 15 hours a week. Discussion about the hiring of an Administration Assistant was discussed as well as additional discussion of protocol for the public to access files.

JD discussed who would do the Meeting Minutes going forward? JS suggested the Commission members rotate the responsibility. JL said he could not do so and all other members agreed they would take turns.

3.6 – A discussion ensued about how new Commission members could join MACC and be able to take classes. JS offered to contact MACC and get the information. JE inquired who needed to be contacted about paying MACC.

3.7 – JD stated the Commission needed to elect a Vice Chair. JS moved to elect JD as Chair. JG seconded. The Liaison was questioned about procedural issues. Unanimous yes vote. JS made a motion to nominate JE as Vice Chair of the Commission. JL seconded. Unanimous yes vote. JE said the Commission needed a Clerk. JS said she would volunteer. JD asked for a motion to vote on position of Clerk and it was made by JE and seconded by JG. Unanimous yes vote.

3.8 – JD discussed the protocol for handling a suspected violation when a Commissioner is in the field and sees questionable activity. Discussion ensued about appropriate protocol. JE asked about creating a script for Commissioners who plan to approach someone. Jennifer Petit contributed to the discussion saying that after initial discussion, a Commissioner should go to the Conservation Agent.

IV. Correspondence

4.1 - JD discussed the TCAM complaint letter the Commission had received and discussed that the AG's office said TCAM cannot be excluded from meetings. He stated that going forward all the meetings will be recorded and JS added they would be uploaded to the Townsend YouTube Channel.

4.2 – JS distributed the MACC Member Benefits Guide to the newest members.

4.3 – JS shared information about the Fisheries and Wildlife new habitats finder maps.

V. Items for discussion at next meeting:

JD said on August 25th the Squannacook Greenways hearing would proceed. JS said they would have to have their DEP number but it would be on the agenda.

JD discussed the concerns about reaching out to the accountant to ascertain which accounts could pay for MACC, etc. JS and JE will get the answers including how much is in the general fund.

VI. JD said the next meeting is Wednesday, August 25 at 7 pm.

VII. The motion to adjourn was made by JL and seconded by JS. JD discussed the changes the Commission is going through and thanked all for their patience. Unanimous yes vote. Adjournment at 8:35 pm.

