Present: Bill DeLuca, Chair; Jim Canning, Vice-Chair; William (Bill) Bacis, Member; Neva Tolopko, Member; Garth Schwellenbach, Member; Tom Dennis, Member; Anne Capra, Conservation Administrator/Planner; Colleen Canning, Senior Clerk Planning and Conservation; Mike Fontaine, IGM; Rachel Weiter, Fuss and O’Neil; and Dan Delaney, Fuss and O’Neil.

Chair DeLuca called the meeting into order at 6:01 PM.

Agenda Item #1 --- Public Hearing Continuance for a Request for Determination filed by Michael Matyszewski for removal of trees at 7 Valley View Drive (Map 23, Parcel 115)

The Conservation Administrator explained that the applicant had requested to continue the Public Meeting as he needed to gather additional information before addressing the Commission. He was working on consulting a second arborist for an opinion.

Motion: Commissioner Schwellenbach moved to continue the Public Meeting to December 4, 2019 at 6:00 PM. Commissioner Bacis seconded the motion. Six (6) out of six (6) Commissioners present voted in favor of the motion.

Agenda Item #6 --- Other New Business

Ledges Enforcement Order Update

A representative of Ledges management staff, Mike Fontaine of IGM, was present at the meeting along with the engineering consultants, Rachel Weiter and Dan Delaney of Fuss and O’Neil.

The Conservation Administrator opened with background. She explained that the Commission agreed to issue an Enforcement Order against Ledges Golf Club for failure to file a Notice of Intent (NOI) for ongoing maintenance activities. She attended a site visit earlier in the season and noted that maintenance of the course was straightforward as Ledges was established after the Wetlands Protection Act; unlike Orchards Golf Club which was established before the act.

Rachel Weiter shared that the NOI would be filed within the next few days to allow the management plan to be considered at a Public Hearing at the next Conservation Commission meeting. The filing would include a full new wetland delineation. The new delineation and maintenance activities were fairly consistent with the previous filing.

Agenda Item #2 --- Discuss and Consider the Definitive Subdivision Plan comment for North Pole Estates on Hadley Street

The Conservation Administrator explained that the Planning Board received a Definitive Subdivision Plan for the ‘North Pole Estates’ development proposed to be located off Hadley Street and Sullivan Lane. The Commission was asked to review the plan and identify areas of jurisdiction. If desired, the Commission could make additional comments for the Planning Board’s consideration during their review.
The Conservation Administrator offered background. She explained that the submitted plan reflected ‘phase 1’ of development which would create 9 new lots; 4 of which were proposed for single-family homes. Additional development would be proposed in later phases. Bordering Vegetated Wetland delineations had been affirmed on site but the 20-foot Riverfront Area had not yet been. Lot 4 and lot 5 have jurisdictional resource areas on them, but no development at this time. When the lots are proposed for development, a NOI or RDA would be filed dependent upon the scope of work.

The Commission expressed concern for the level of proposed grading and the potential impacts that could have on the Dry Brook Hill underground aquifer.

Vice-Chair Canning remarked the visiting the site would be helpful in assess the proposed developed.

Commissioner Tolopko noted that different studies reflected different figures for final build-out. This was impactful on her review of the project as different number of homes would impact excavation amounts and nitrogen levels from septic. She added that the traffic study did not account for increased traffic due to truck hauling of excavated materials.

The Conservation Administrator reviewed the comments made during the course of discussion to be included in the Commission’s comment letter. Comments for the consideration of the Planning Board included: 1) recommendation that the grading plan and proposed amount of excavated materials be peer-reviewed; 2) recommendation for an alternatives analysis relating to a reduction in the amount of proposed excavated materials; 3) notation that the grading plan of lot 2 and lot 3 were incomplete; 4) request for a site visit to access existing conditions; 5) notation that plans and studies reflect a different number of final proposed residences; 6) notation that the traffic study did not reflect the impact of trucks hauling out excavated material; 7) notation that the hydrogeologic study did not reflect the amount of water a proposed 72 homes would use; and, 8) concern about recharge capacity lost from removal of so much material.

**Agenda Item #3 — Discuss and Consider Comments on the Draft Open Space and Recreation Plan**

The Conservation Administrator shared that the comment period for the Town’s Draft Open Space and Recreation Plan (OSRP) would be open until December 2, 2019.

Vice-Chair Canning commented that climate change should be of primary importance to the plan and recommended adding climate forecasting to the draft.

Chair DeLuca recommended adding the Town’s major hydrology to the action map; in particular the Bachelor Brook and Stony Brook corridor.

Vice-Chair Canning noted that the Stuber Conservation Restriction was not referenced on the Action Map.

The Conservation Administrator noted that the Priory Habitat layer generated by the *Natural Heritage and Endangered Species Program* could be applied to the Action Map.
Agenda Item #4 --- Discuss and Consider approval of Minutes from October 30, 2019

The draft minutes of the October 30, 2019 Conservation Commission Meeting had been previously transmitted for the Commission for review.

Commissioners noted spelling errors within the draft.

**Motion:** Commissioner Bacis moved to approve the draft minutes of October 30, 2019 as amended. Vice-Chair Canning seconded the motion. Six (6) out of six (6) Commissioners present voted in favor of the motion.

Agenda Item #5 --- Administrator’s Report

**Trail Work Party**

The Conservation Administrator invited everyone to join a Volunteer Work Party to help clear trails at Bachelor-Stony Brook Conservation Area. The original date was cancelled due to bad weather and is now rescheduled to November 18, 2019 from 9:00 AM -12:00 PM.

**Tree Removal Request**

The Conservation Administrator shared that there were multiple tree removal requests relating to dead and downed trees on Conservation Areas which were impacting abutting private property. The Conservation Administrator and Commissioners discussed the possibility of putting out bids for ongoing tree removal work. Separately, considerations were made for re-defining the scope of work for the Tree Warden; as the town does not currently have one and candidate searches have been ongoing.

The meeting was adjourned at 7:39 PM.

Respectfully Submitted,
Colleen Canning, Senior Clerk Planning and Conservation

**Appendix**

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<thead>
<tr>
<th>Document</th>
<th>Document Location</th>
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</thead>
<tbody>
<tr>
<td>‘North Pole Estates’ Definitive Subdivision Plan</td>
<td>Planning Files</td>
</tr>
<tr>
<td>Draft OSRP and action map</td>
<td>Conservation Files</td>
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