

**Stow Conservation Commission  
Minutes  
January 30, 2018**

A meeting of the Stow Conservation Commission was held at the Stow Town Building, 380 Great Road, Stow, Massachusetts, on January 30, 2018 at 7:30 in the evening.

There were present:     Andy Snow, Chair  
                              Serena Furman, Vice-Chair  
                              Cortni Frecha  
                              Ingeborg Hegemann Clark  
                              Sandra Grund  
                              Nicki McGachey

Absent:                   Jeff Saunders

                  comprising a quorum of the Commission

Also present:           Kathy Sferra, Conservation Coordinator

The Conservation Commission meeting was called to order at 7:30 PM.

**Minutes:** *Cortni Frecha made a motion to approve the minutes of January 16, 2017 as amended. Ingeborg Hegemann Clark seconded the motion and it was passed unanimously.*

**Issue Duplicate Certificate of Compliance – 54 Pine Point – #299-381** – Sferra informed the Commission that the property owner of 54 Pine Point could not locate the original Certificate of Compliance form from 2004 that was issued to the builder and requested issuance of a duplicate. *Ingeborg Hegemann Clark made a motion to issue a duplicate Certificate of Compliance for #299-381. Sandra Grund seconded the motion and it passed unanimously.*

Andy Snow arrived at 7:40 PM.

**Review/Approve 2017 Annual Report** – The Commission requested additional time to review the draft 2017 Annual Report and will approve the report at the February 6, 2018 meeting.

**Annual Conference Attendance** – Sferra provided the Commission the workshop listing for the 2018 Massachusetts Association of Conservation Commissions Annual Conference. Sandra Grund is interested in attending. Sferra also provided the brochure for the Annual Massachusetts Land Conservation Conference.

**NOI Continuation – Brian and Catherine Smith – 216 Barton Road** – Sferra informed the Commission that a DEP file number was issued with no comments. *Ingeborg Hegemann Clark made a motion to close the public hearing for 216 Barton Road. Serena Furman seconded and it was passed unanimously.*

**Decision – Brian and Catherine Smith – 216 Barton Road** – The Commission discussed the draft decision included in their packets and requested that erosion controls be monitored until the project is complete. *Cortni Frecha made a motion to issue an Order of Conditions for 216 Barton Road as amended. Nicki McGachey seconded and it was passed unanimously with Sandra Grund and Andy Snow abstaining.*

**NOI Continuation – William Gerecke and Kelly Pryor – 16 & 20 Davis Road** – Sferra informed the Commission that a DEP file number was issued with no comments. The ZBA Decision was also issued and required that a plan be prepared and recorded showing Parcels 42 and 43 merged with the internal lot lines removed to be considered a single lot for zoning purposes. The ZBA decision also required that the foundation wall to remain at 16 Davis must be inspected by the Building Inspector. The Commission discussed concerns about the remaining foundation wall

and determined that if the wall was not structurally sound and a significant plan change would be required, an amendment to the Order would be required. Property owner William Gerecke was present and discussed the proposed tree removal and planting plan for 16 and 20 Davis. *Cortni Frecha made a motion to close the public hearing for 16 & 20 Davis Road. Ingeborg Hegemann Clark seconded and it was passed unanimously.*

**Decision – William Gerecke and Kelly Pryor – 16 & 20 Davis Road** – The Commission discussed the draft decision and requested that a planting plan be submitted for approval once the final grading on the site has been completed. The Commission requested that the planting plan include plantings on the west facing slope and south facing retaining wall on 16 Davis and the northwest property line of 20 Davis. Also, disturbed areas should be landscaped, trees should be planted to replace any that are removed and additional shrubs should be included in the plan as mitigation for the unpermitted deck. The Commission also requested that all stockpiling be upgradient of the deck and managed with wattles. Stockpiles fifteen feet or higher must be protected from wind and water erosion. *Cortni Frecha made a motion to issue an Order of Conditions for 16 and 20 Davis Road as amended. Serena Furman seconded and it was passed unanimously with Sandra Grund and Andy Snow abstaining.*

**NOI – Town of Stow Recreation/Conservation Departments – 323 Great Road** – Stu Weinreb, consulting Landscape Architect, and Laura Greenough, Stow Recreation Department Director were present. Sferra noted the original location of the proposed trail had been moved due to the grade which will require additional grading of the site. Weinreb displayed a plan for the project and described the site and resource areas. Proposed work includes construction of a parking lot, grading, vegetation removal, nature play area, picnic tables, pavilion, outdoor classroom and trail. Work within the 100' buffer includes grading of the existing field, trail work, and tree removal. The Commission confirmed that stockpiling will occur outside the 100' buffer. Seven to eight trees within the 35' no disturb buffer are proposed for removal and are currently dead or dying due to beaver damage and must be removed for safety purposes for the trail. Sferra confirmed the tree work could be done from the old road. The existing trail will remain natural and no additional trail work will occur within the 35' no disturb buffer. The Commission discussed the invasive species in the area of grading and the proposed reuse of soil onsite and expressed concerns about spreading the invasives elsewhere on the site. Weinreb confirmed that soil screening will likely be done and woody debris will be removed from the soil prior to reuse. The Commission confirmed that there will be no grass planted within the 35' no disturb buffer and the field will not be fertilized. The Commission recommended that an erosion control blanket be used on the slope closest to the pond to prevent erosion. Weinreb added that the trails will have a small side pitch to prevent erosion and washout from entering the pond. The Commission also recommended installing cobble check dams along the trail edge to further prevent erosion down the slope. Sferra noted that an old well is located within the 35' no disturb buffer and will need to be filled with gravel by the Highway Department. *Serena Furman made a motion to close the hearing for 323 Great Road. Sandra Grund seconded and it was passed unanimously with Sandra Grund and Andy Snow abstaining.*

Sandra Grund expressed concerns about the small size of the parking lot and recommended that the access points and parking arrangements should be communicated clearly to the public.

**NOI continuation – Frank Lundy – Off Forest and Sudbury Roads** – Rich Harrington, Stamski and McNary, Inc., and Rick Lundy were present. Harrington displayed updated site plans and described the plan changes as a result of the Planning Board decision including changes to the Lot 1 headwall located outside the Commission's jurisdiction. Harrington described the stream crossing replication area for the 300 square feet of wetland fill under the culvert which DEP requested be replicated. Harrington stated that the Planning Board decision required that additional trees remain along Lot 1 and fifteen pine trees must be planted along the easement. Harrington added that the curbing will be removed at the end of Forest Road and a compacted gravel shoulder will be installed for better Fire Department access to the cistern. Street trees are proposed and will be clumped based on guidance from the Tree Warden once the road is constructed. "No access" signs and "emergency vehicle only" signs will be used to prevent cutting through to Forest Road. Harrington stated that they will do their best to maintain the trees on either side of the emergency access. Sferra confirmed with Harrington the limit of clearing for the right-of-way, grading and drainage and that the limit of clearing for the lots had not changed from previous plans. Harrington identified two trees that the Planning Board requested be kept if possible.

Harrington noted that the roof drywell for Lot 7 has been confirmed to be sized correctly for the proposed 3,000 square foot structure but will be redesigned if a large structure is built. Harrington confirmed that all other lots drain to basins along the road. Harrington added that Sue Carter requested easements along all the streams in the open land. The Commission questioned the purpose of the easements and who they would be conveyed to which Harrington stated he would confirm with the Planning Board. Harrington also stated that the open land is expected to be owned by the homeowners association. The Commission also confirmed that the open land will require a Conservation Restriction (CR) and the easement and its purpose could be included in the CR document. Harrington continued to review the plan changes specific to the Planning Board decision and identified the erosion control plans and the replication area sequencing. Harrington stated that the Commission will be provided a full plan set and a list of the plan changes addressing the Planning Board decision.

The Commission confirmed with Harrington that the total number of street trees to be planted as shown on the plan will be required although the grouping may change. The Commission also requested again that the number of trees to be removed within the 35' no disturb buffer be identified and a cross section of Lot 1 be provided. The Commission requested that all trees six inches or greater to be removed within the 35' no disturb buffer and may be required to be replaced one for one. Harrington expressed concerns about having enough space to replace trees within the 35' no disturb buffer.

Chris Spear, 42 Forest Road, confirmed that the 15 trees to be planted between Lot 1 and Forest Road are not within the 35' no disturb buffer and would not count towards the one to one replacement. The Commission also discussed using shrub plantings and invasive species management as mitigation for the tree cutting within the 35' no disturb buffer. Sferra added that Lot 1 is heavily covered with invasives and there could be an opportunity to control invasives on that lot along with the Planning Board requirement to keep a vegetated buffer. Harrington proposed ten shrubs per area of work in the 35' no disturb buffer for a total of 30 shrubs. The Commission requested a count of the total number of trees to be removed from the 35' no disturb buffer before determining the required replacement plantings. The Commission also discussed requesting street trees planted within the 35' no disturb buffer to be native to the northeast. Harrington stated that the cross section of Lot 1 was for the benefit of the abutter and had been worked out as part of the Planning Board hearing process. Laura Spear, 42 Forest Road, encouraged the Commission to read the Planning Board decision prior to issuing an Order. Sferra confirmed that the Commission has been given portions of the Planning Board decision pertinent to their jurisdiction.

Sferra requested that Harrington provide a limit of clearing that will occur prior to the NOI filings for the lots within the Commission's jurisdiction. Harrington described the tree clearing required for stock piling each lot and confirmed the plans will be revised to show the tree clearing prior to the NOI filings. Laura Spear clarified with Harrington that clearing will occur within 20 feet of the roadway and all of the lots but did not discuss Lots 2 and 4 because they are outside the Commission's jurisdiction. The Commission confirmed that the Planning Board decision requires public access to a portion of the open land that is accessible by water. Laura Spear noted that trees in the open land often fall and expressed concerns about the cost to the Town for tree removal and the potential for damage to the new homes. Chris Spear confirmed that the portion of the open land open to the public is only accessible by water. Harrington confirmed that revised plans will be ready by February 9, 2018 for a continued hearing on February 20, 2018 including a count of the number of trees to be cut within the 35' no disturb buffer six inches in diameter or greater. The Commission discussed the invasive species on Lot 1 within the Commission's jurisdiction and the Planning Board decision to leave a buffer on Lot 1 untouched. The Commission also expressed concerns about the reuse of soil onsite and the spread of invasives. *Cortni Frecha made a motion to continue the public hearing for off Forest and Sudbury Roads to February 20, 2018 on or after 7:30 PM. Serena Furman seconded and it was passed unanimously.*

**Mass Division of Fisheries and Wildlife (DFW) Proposed Dog Regulations** – Sferra provided a copy of the DFW proposed dog regulations to the Commission in their packets. The Commission discussed the proposed regulation changes and concerns that enforcement of the new regulations may increase the number of unleashed dogs on Stow Conservation Commission land. It was decided not to submit comments.

**Review/Approve Invoice – O'Reilly, Talbot and Okun –** The Commission reviewed the invoice for the Environmental Site Assessment from O'Reilly, Talbot and Okun for \$5,406.64. *Cortni Frecha made a motion to approve the O'Reilly, Talbot and Okun invoice for \$5,406.64 for payment and submission to the Community Preservation Committee. Ingeborg Hegemann Clark seconded and it was passed unanimously with Serena Furman abstaining.*

#### **Coordinator's Report**

- **February 6, 2018 Meeting:** Sferra reminded the Commission that there will be a Commission meeting on February 6, 2018 and that there is a Carver Hill fundraiser at Not Your Average Joes.
- **New Projects:** Grund will be the lead for 54 Pine Point and Hegemann Clark will be the lead for 117 Walcott with Andy Snow. Grund and Snow will not be at the February 20<sup>th</sup> meeting. Cortni Frecha and Jeff Saunders will be the lead for Maple Street.
- **FY 2019 Budget:** Sferra informed the Commission that she met with Town Administrator Bill Wrigley to review the FY 2019 budget. Wrigley requested that the 2% cost of living adjustment for the Conservation Assistant be taken from the wetland fund. Wrigley also requested known expenditures for FY 2018 and projected FY 2019 expenditures for the Conservation fund and asked that the Commission reduce the request from \$10,000 to \$5,000. Finance Committee member Julianne North has also requested a meeting with Wrigley to discuss the Commission's FY 2019 budget. The Finance Committee has requested to meet about the Commission's budget on February 6, 2018.

**Adjournment** –*Cortni Frecha made a motion to adjourn the meeting at 10:00 PM. Ingeborg Hegemann Clark seconded the motion and it was passed unanimously.*

Respectfully submitted,

Jacquie Goring  
Conservation Assistant

#### **Materials Used during January 30, 2018 Conservation Commission Meeting:**

Draft Order of Conditions – 216 Barton Road  
Draft Order of Conditions – 16 & 20 Davis Road  
323 Great Road site photos  
1/30/18 Agenda  
1/30/18 Meeting and Coordinator's Report  
Draft 1/16/18 minutes