

**Stow Conservation Commission
Minutes
February 20, 2018**

A meeting of the Stow Conservation Commission was held at the Stow Town Building, 380 Great Road, Stow, Massachusetts, on February 20, 2018 at 7:30 in the evening.

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

Absent: Andy Snow, Chair
 Sandra Grund
 Jeff Saunders

comprising a quorum of the Commission

Also present: Kathy Sferra, Conservation Coordinator
 Jacquie Goring, Conservation Assistant

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

Minutes: *Cortni Frecha made a motion to approve the minutes of February 6, 2018 as written. Ingeborg Hegemann Clark seconded the motion and it was passed unanimously.*

Coordinator's Report

- **Municipal Vulnerability Preparedness (MVP) Update:** Goring updated the Commission on the MVP grant and the upcoming kickoff meeting with Geosyntec.
- **Complete Streets Update:** Sferra provided an update on Complete Streets and noted that the next public forum will take place on March 13, 2018.
- **New Projects:** Sferra noted that she emailed Commission members regarding five new projects to be assigned. Serena Furman will lead with 24 Maura Drive, Ingeborg Hegemann Clark will lead the Delaney culvert replacement project, and Nicki McGachey will lead the 126 Gleasondale project along with Hegemann Clark and Cortni Frecha.
- **Freedom's Way Hidden Treasures Hike at Town Forest:** Sferra noted that last year a Freedom's Way Hidden Treasures hike was held at Carver Hill. The Commission discussed whether or not to do an event at Town Forest this year. The Commission agreed that a Hidden Treasures walk at Town Forest should be held off in favor of a 50th Anniversary event in July.
- **Melone Construction Site Visit:** Sferra informed the Commission that during the preconstruction site visit at Melones an area of wetland not include on the plans was observed. One of the proposed stormwater basins was designed to be constructed in that location. Sferra displayed plans for the project and photos from the preconstruction site visit. Wetland consultant Dave Burke will review and flag the wetland. The Melones will come back to the Commission with revised plans and the proposed basin will likely be moved along the property line.
- **Flagg Hill Mountain Biker Letter:** The Commission reviewed a draft letter to a rider who has been documented riding unmarked trails and trails on private property regularly. The Commission agreed the letter should be sent and could be used in the future for similar incidents.
- **FY 2019 Budget Update:** Sferra provided the Finance Committee the follow up information that was requested at the February 6, 2018 meeting. The chair and our liaison have assured us that they were will in touch if there are any additional information needs or issues.

Request for Determination of Applicability – 54 Pine Point Road – Margarita Sweet was present and informed the Commission that footings were installed approximately eighteen years ago for the proposed porch addition. The footings were constructed for a ten foot wide addition however the Zoning Board of Appeals only permitted an eight foot wide addition to meet the required set back. Sweet provided photos and plans for the proposed addition and noted that they are not able to refinance their house due to the lack of a porch outside the door. Sweet confirmed that they will not be using the existing footings and plan to leave them in place. Sferra reviewed the report from the site visit written by Sandra Grund which included a discussion about erosion controls, the existing footings, and the proposed tree removal of one white pine outside the 35' no disturb buffer. Sferra added that the plans include plantings of high bush blueberry and other natives. Sweet described the location of the addition and the tree which is located between the house and 56 Pine Point. Sweet stated that the tree is by itself and loses branches during high winds and confirmed that a crane will be necessary to remove it due to power lines and heavy equipment is not accessible to the area. Sweet clarified that the existing footings that are currently flush with the ground will be left in place and new sonotube footings will be installed. Sweet added that gutters will be installed on the proposed porch and there is a patio between the proposed porch and Lake Boon. Bruce Gumbert, 56 Pine Point, stated he was present to confirm that the proposed plans had not changed. Sweet agreed to install straw wattle for erosion control and to serve as a limit of work. Sweet also confirmed that the permit will expire in three years and the tree removal could occur at any point during that time. The Commission confirmed that the existing footings will be left in place. *Cortni Frecha made a motion to close the public hearing for 54 Pine Point Road. Nicki McGachey seconded the motion and it was passed unanimously.*

Determination – 54 Pine Point Road – The Commission discussed conditions including leaving the existing footings in place, the tree proposed for removal shall only be removed using a crane, and erosion controls shall be installed between the house and the lake. *Ingeborg Hegemann Clark made a motion to issue a Negative 3 Determination for 54 Pine Point Road. Cortni Frecha seconded the motion and it was passed unanimously.*

Request for Determination of Applicability – 117 Walcott Street – Greg Roy, Ducharme & Dillis, was present and informed the Commission that none of the original work for the Penny Lane development was within the Commission's jurisdiction. Roy added that his client, Michael Vaccaro, purchased the four lots for development which are accessed by an existing common driveway. Roy stated that when the site work began it was identified that large vehicles were clipping the corner of the first bend of the common driveway and going off the pavement. A four foot rip rap shoulder is proposed in the area of the curve. A portion of the work is located within the 35' no disturb buffer. Straw wattles are proposed to be installed four feet from the edge of the pavement. Material will be removed from the edge of the driveway to a depth of six inches and four inch rip rap will be installed. Roy clarified that a swale is not proposed as stated in the application and only a stone shoulder will be installed to stabilize the edge of the driveway. Sferra stated that the Fire Chief was not aware of the proposed work but felt more shoulder would be beneficial for emergency vehicle access. Roy added that there is also a proposal to install a second utility pole for underground electric service and requested that trenching from the pole approximately 35 feet from the wetland would be permitted. Roy stated that no tree removal would be necessary.

Hegemann Clark conducted a site visit with Andy Snow and clarified that three elms are within the work area and recommended that the stone be placed around them. Hegemann Clark added that the shoulder will not come out four feet horizontally from the driveway but extend two feet from the driveway horizontally then grade two feet down. Hegemann Clark expressed concerns about the bottom being loamed and seeded without the use of filter fabric to avoid washout. The Commission reviewed notes from the site visit provided by Snow and inquired with Roy why a Notice of Intent was not filed. Roy stated that in his opinion the project is minor and the work is within a previously disturbed area and intended to improve the existing conditions with vehicles coming off the pavement. The Commission confirmed with Roy that the bittersweet could be stem treated with herbicide and multiflora rose could be removed within the work area. Sferra confirmed with Roy that the proposed width of the shoulder could be reduced in the area closest to the wetland and noted that the proposed work may require Planning Board approval. The Commission confirmed with Roy that the driveway does not flood.

Sferra informed that Commission that the owner of 100 Walcott Street called the office that evening very concerned about the project causing additional runoff onto their property and requested confirmation that no additional run off

would occur. Roy stated that the proposed work should only improve the drainage on the site. Roy stated that the shoulder does not need to be constructed in the area closest to the wetland because it is not an area where large vehicles are likely to come off the pavement. The Commission expressed concerns about the shoulder eroding with truck traffic. Roy stated that the proposed shoulder will improve the current driveway condition and be more stable. *Cortni Frecha made a motion to close the public hearing for 117 Walcott Street. Nicki McGachey seconded the motion and it was passed unanimously.*

Determination – 117 Walcott Street – The Commission discussed conditions including that no rip rap should be installed on the south side of the driveway between stations 10+75 and 11+25 as shown on the plan, staked straw wattle be installed to serve as limit of work, multiflora rose be removed and bittersweet stem treated within the work area and be disposed of properly offsite. The Commission added that the one 5” red maple should be trimmed carefully and the stone should be placed around the elm trees as discussed. The Commission also requested that a description of the shoulder work, two feet of horizontal grading and two feet of vertical grading with a total of four feet of total disturbance, be included in the permit. *Ingeborg Hegemann Clark made a motion to issue a Negative 3 Determination for 117 Walcott Street. Cortni Frecha seconded the motion and it was passed unanimously.*

NOI continuation – Frank Lundy – Off Forest and Sudbury Roads – *Ingeborg Hegemann Clark made a motion to continue without testimony the public hearing for Joanne Drive to March 6, 2018 on or after 7:30 PM. Nicki McGachey seconded and it was passed unanimously.*

Mass Fisheries and Wildlife – Proposed Archery Season Amendment – Review/Comment – The Commission discussed the proposal to begin archery season two weeks earlier in 2018 from October 21 to October 7. Sferra confirmed that the hunting season advisories are posted on the Conservation Commission website. It was decided not to submit comments.

2018 Community Garden Update – Goring updated the Commission on the 2018 Community Garden meeting with the volunteer stewards. The 2018 garden application was revised to include additional rules and regulations concerning structures. Goring also noted that she is looking for an additional garden steward for the 2018 season. As an experiment, two to four plots will be offered at a discounted rate and advertised to the residents of Plantation Apartments and Pilot Grove.

Serena Furman recused herself at 8:50 PM.

Kunelius Property – Review CPC Proposal & Next Steps – Sferra provided a draft CPC proposal for Kunelius which the Commission will vote on at the next meeting due to lack of quorum.

Review/Approve Invoice – Huggins and Witten – The Commission will vote on the approval of the invoice at the next meeting due to lack of quorum.

Serena Furman returned at 8:55 PM.

Adjournment – *Cortni Frecha made a motion to adjourn the meeting at 8:57 PM. Ingeborg Hegemann Clark seconded the motion and it was passed unanimously.*

Respectfully submitted,

Jacquie Goring
Conservation Assistant

Materials Used during February 20, 2018 Conservation Commission Meeting:
Site photos 54 Pine Point
Draft Kunelius CPC application

Draft Flagg Hill mountain biker letter
2/20/18 Agenda
2/20/18 Meeting and Coordinator's Report
Draft 2/6/18 minutes
117 Walcott Street Request for Waiver
117 Walcott Street site visit notes and email correspondence
Huggins and Witten invoice
Mass Fisheries and Wildlife archery season amendment information