

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Clerk
Re: **Minutes of meeting Wednesday, 1/26/11**

Members Attending:

Chris Scott, Marcella Stasa, Tom Jango, Scott Heim, Mike Penko

Meeting Timeline:

7:30PM NOI (continued) Landfill Closure Dave Therrien

- Tentative agreement with Natural Heritage subject to Conservation management plan.
- No on-site mitigation; paying for off-site.
- Con Com is named in the Escrow Agreement (for wood turtle habitat) thus will need to sign.
- Dave will provide a copy of the draft Order from Natural Heritage so that we can see if any conditions that should be in the Con Coms Order of Conditions.
- Request to close the NOI public hearing; motion made and approved hearing closed.
- Motion made to accept the Escrow Agreement per final review by the Chair and Chair given signing authority – motion accepted.

7:50PM “JR Estates” RDA Mike Weaver of G&H

- 5-lot Open Space Residential Subdivision on 44 acres off West River St; 24 acres open space.
- Have begun discussion w/ Natural Heritage on resource areas & the Army Corp of Engineers.
- Plan (building areas) seems to be outside the jurisdictional area of the Con Com (riverfront and wetlands) but will require a site visit when snow melt allows.
- M. Penko raised issue of the detention basin on the Open Space land. Will this affect a CR if pursued?
- Also some discussion as to access to the town well fields that are planned for the future.
- Possibility of developing trails in the OS areas – expand upon some footpaths that already exist along the river.
- Limited work line delineate per the request of Natural Heritage.
- Con Com would like to see the flood plain delineated on the lots for sake of the future property owners.
- Hearing continued to Wed., March 9 @ 7:30 pm.

8:25PM Blackstone Valley Tech HS Jim Brochu of BVT

- Proposal to build an athletic field off Chestnut St.
- Site will include 1-regulation size men’s softball field; a garden area to be utilized by BVT; nature trails and 93 parking spaces.
- Material for parking area – possibly looking to use recycled asphalt.
- No lighting is planned for the field. Limited lighting for parking area. Request of the Con Com for lights to be able to be turned off manually in order to allow night sky activities.
- Discussion on detention basins/catch basins and retaining walls.
- Discussion on gates for parking areas – not likely as want to allow town use of this facility (field & land).
- Site visit when snow melt allows.
- Hearing continued to Wed, March 9 @ 7:45 pm.

8:10PM General

SWF

- Contract agreement signed by Con Com.

Meeting Minutes

- Read and approved minutes from 12/22/10

Finances

- Current vouchers signed.
- Discussion of FY12 Budget w/ particular concern for Agent position.

9:30 PM Active Sites

- COC's signed for 3 lots on Mendon St (Afonso)
- COC signed for Peppercorn Hill (Open Space)
- COC signed for Warren Brook (Open Space)

9:55PM Motion to close regular meeting and enter into executive session under MGL Chpt 39 Sect 23B #3 to discuss pending legal matter.

10:15PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Clerk
Re: **Minutes of meeting Wednesday, 2/9/11**

Members Attending:

Chris Scott, Marcella Stasa, Tom Jango, Mike Penko & Sandy Lajoie

Meeting Timeline:

7:30 PM NOI (continued) Landfill Closure Dave Therrien

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- Resolved all issues with Natural Heritage.
- DCR still needs to weigh-in on the 12 acre land transfer (land swap). Natural Heritage is waiting for DCR before issuing permit.
- Con Com is working on the OOC; reviewing the draft conditions from Natural Heritage.
- Army Corp of Engineers needs to approve the regulatory aspect (real estate already done).
- Turtle escrow account draft has been approved; \$30,000 – of which 12% is for administrative needs.
- Turtle management plan is part of the CMP (Conservation Management Plan). No onsite mitigation. Dave T. will send a copy of the most current wetlands replication plan.
- Tentative calendar for site activities will be provided (mercury clean-up; erosions/siltation controls, etc..).
- An outside agent will be monitoring the process.

8:05 PM General

Open Space

- Motion of Con Com to allow use of town property (Stefans land) for after hours Night Walk on Feb 19th at 7:00 pm

Meeting Minutes

- Read and approved minutes from 1/26/11.
- Read and approved minutes from Executive Session 1/26/11, minutes not to be released.

Landstewardship

- Discussion on committee membership, will review the Charter and see if needs to be amended. Further discussion at next meeting.

Sweet William Farm

- Waiting for State to send paperwork; Christa Collins of SVT will assist.
- MP will draft letter to Gail for clarification on 3 acre lot.
- SVT creating an MOU for the CR management; preference is to have SVT as primary manager.
- SVT offers a training session on CR management for Con Coms and Landstewardship Coms.

Finances

- Current vouchers signed.
- Motion to pay MS voucher from Land Conservation Fund – approved.

Agent

- Pay rate request of \$40/hour – 10 per week; discussion still on w/ Ashland to share this position. Town Manager is working on this.
- 111 Mendon St – waiting for snow to be gone for site visit.
- 47 Oak Dr – also waiting for site visit.
- 9 Christian Hill Rd – waiting for comments & response to Con Com comments.
- JR Estates – draft letter to Planning Board; will need to have a site visit after snow is gone; discuss turtle habitat. MP will email.
- MACC Annual meeting/conference March 5, 2011

- Park Watch – DCR program (Marcella attended) to encourage public involvement in watching and reporting any activities in the State Park/Forest land and include any conservation lands.

9:30 PM Pending Concerns

- Goss Pond Deed Restriction – was it ever recorded? Discussion of the trail around the pond is it town land or private property?

9:35 PM Active Sites

- COC's issued for MS projects on conservation properties.

9:55PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Clerk
Re: **Minutes of meeting Wednesday, 2/23/11**

Members Attending:

Chris Scott, Marcella Stasa, Tom Jango, Scott Heim, Mike Penko, Sandy Lajoie

Meeting Timeline:

7:40PM Proposed Open Space Dev M. Allen & C. Henderson

- Proposed Open Space Dev off Prospect St; total site is 42 acres; looking leaving 22 for open space (19 acres passive & 4 acres active).
- They've had informal discussions w/ the Planning Board, DPW, Fire Chief and Recreation Com.
- Conventional subdivision plan is required as part of the Open Space application process; 16 lots on 2 roads (cul-de-sacs).
- Open Space plan would have 1 road/cul-de-sac with 14 lots and 2 frontage lots on Prospect St
- Looking to include a small athletic field w/ parking and a trail through the site to connect w/ Pearl St. Request of the Fire Dept is to make the trail accessible for an emergency vehicle. 9' width would accommodate the forest vehicle.
- Plan would have a common leach field which would be managed by the homeowners association.
- Some initial concerns of the Con Com include: width of the path; lots w/ wetlands; crossings and materials to be used for trail/path.

8:00PM Fowler St plan Mark Allen

- This is a Large Lot Frontage Reduction, Special Permit application for 2 lots.
- Conventional subdivision plan is required as part of special permit application. Conventional subdivision is for 3 lots with a small cul-de-sac.
- Applicant will need to file w/ Natural Heritage; concerns as this is a salamander habitat area.
- Proposal would be to limit the work/clear area and utilize existing cart paths to minimize disturbance to the area.
- NOI will need to be filed.

8:20PM Sudbury Valley Trust Laura Mattei & Thai Ha Ngos

- Discussion of the CR & MOU for SWF.
- SVT has lead role but must confer/consult w/ the Town if any problems and must agree on how to resolve issues.
- Town would be responsible for on-going informal monitoring of the CR property; SVT would conduct formal monitoring annually.
- Landowner(s) must notify SVT & Town of any intended activity.
- Legal defense fund is set up w/ language regarding monitoring.
- Amendment of the MOU can be done between the SVT and the Town.
- Funding for Stewardship covers expenses for monitoring including any dealings w/ the landowner(s).
- Different CRs for farm land and forest land.
- Management Plan – language and funding.
- Discussion on Baseline Documentation & Monitoring. Will include a training/workshop including an indoor presentation on GIS/GPS use, mapping skills. Then actual field work to begin the baseline documentation of the CR land. Includes surveying and documenting important features.
- Training is tentatively set for Sunday, April 3, 2011 at 10am at Police Station classroom.

9:05PM General

Meeting Minutes

- Read and approved minutes from 2/23/11

Finances

- Current vouchers signed.
- FY12 budget submitted but no response yet.

OSC/LS

- MS reviewing mission statements and will present for future discussion.

Site visits for following properties on hold until snow level allows:

- 111 Mendon St
- 47 Oak Dr
- 9 Christian Hill Rd

Comment letters:

- 192 West River St “JR Estates”- MP to finalize draft per feedback tonight. Motion to accept comment letter approved.
- Fowler St project
- BVT Site Plan (letter for Planning Board)
- Letter to Planning Board for suggestions of additional info needed for Con Com to review wetlands.

9:20 PM Active Sites

- COC signed for Peppercorn Conservation area (Open Space)
- COC signed for Warren Brook (Open Space)

9:30PM Pending

- 495 Compact Meeting – Thursday 3/3/11 6pm at Fire Station (MS will attend).

9:30PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Clerk
Re: **Minutes of meeting Wednesday, 3/9/11**

Members Attending:

Chris Scott, Marcella Stasa, Tom Jango, Mike Penko, Sandy Lajoie

Meeting Timeline:

7:35PM Milford St M. Gordon & E. Earl

- General discussion on property located between Frescos and Hopedale Cardiology on Milford St (Rte 140).
- Proposed use is for a gun shop and indoor shooting range.
- Wetland crossing will be needed.
- Will meet w/ ZBA before proceeding.

7:45PM Blackstone Valley Tech HS James Brochu/Brian MacEwan

- Proposed slow-pitch softball field, outdoor classroom area, trails, garden area and parking on 28 acres site located off Chestnut St; Site Plan submitted to Planning Board.
- 9.5 acres upland.
- Addressed concerns of comment letters and will be submitting revised plans.
- Paved in/out driveways and handicapped parking area but remainder of parking lot will not be paved.
- Use existing trail to proposed outdoor classroom. Hand clearing will be done for the trail and classroom area. Will tie into other trails to the SF land.
- Stormwater – deep sump, width of opening/grate (24”) try to minimize to keep “critters” from getting in and not being able to get out. MP will research the best style/type to use.
- Fencing – chain link where necessary but would like to use split rail where possible to keep the rural look. Possibly have carpentry students make the fencing.
- Retaining wall – intent is to use natural materials from the site where possible. Looking to use stone.
- No plans for lighting unless it becomes necessary for safety and security.
- No plans for a locked gate. One of the stipulations of the land donation was for all Upton residents to be able to use this facility. Gate will be considered if problems arise but the intent is to allow access for games and/or use of the trail system. Don’t want cars parking on Chestnut St but in the lot.
- Public Hearing is continued to 3/23/11 at 7:30pm.

8:20PM Glen Ave Well Field RFD J. Hoyt & J. Rzasa of Tata & Howard

- Well fields are Town owned.
- Age of well field has reduced efficiency and capacity of the existing wells thus Town is looking to install replacement wells in front of the existing wells (200-250’ off the road).
- RFD is for the test well exploration. Should development move forward an NOI will be submitted.
- Test drilling rig will be brought in on the established entry way to a cleared area. Hay bales will be used where necessary.
- Testing should be 1 day for each proposed well (3-4) with a 2 hour test to ensure water flow.
- Town is looking to rehab this well field not enhance it by adding additional wells. Some of the existing wells will be taken off line and replaced with a new well. Old wells will be abandoned.
- Natural Heritage filing will be done (NOI/MESA) for this is a wood turtle area. Is an NOI required during testing or only when production wells are actually developed? T&H will send copy of letter from NHESP.
- Entire site is fenced (chain link) except for the driveway area.

- Turtles are active April 15 – October 15. Testing can be done immediately to avoid the active season. Con Com would require a “turtle sweep” along the driveway as the equipment is being moved in. T&H has someone that can perform the sweep.
- RFD hearing closed; Motion to issue determination for testing - approved.

8:45PM JR Estates

- Reschedule JR Estates hearing to April 13, 2011 @ 7:30 pm.
- Site walk scheduled for Saturday, April 9, 2011 @ 9:00 am.

8:46PM General

Meeting Minutes

- Read and approved minutes from 2/23/11.

OSC/LS

- Night walk at Stefans planned for 3/19/11. Motion made and approved.
- MS is reviewing mission statements taking in updates from members; will have draft for next meeting.

SWF

- Engineering scope – bids due by Monday 3/14/11.
- Cabin on property is a concern to the town, various depts. are involved (no permits).
- CR provided to property owner; SVT met w/ Gail to discuss and resolve any issues.

Finances

- Current vouchers signed.

Site visits for following properties on hold until snow level allows:

- 111 Mendon St
- 47 Oak Dr
- 9 Christian Hill Rd – waiting for wetlands delineation.

Comment letters

- Fowler St large lot plan - letter for Planning Board – approved.
- BVT Site Plan – letter to PB – approved.
- Letter to Planning Board for suggestions of additional info needed for Con Com to review wetlands. CS updating w/ MP comments.

Park Watch – no update.

495 Compact

- MS attended meeting w/ CMRPC and other town officials on March 3, 2011.
- Looking at PB/OS and other priorities for Upton within the region. Growth of towns w/in the 495 region.

Proposed Bottle Bill

- Expansion to include water/juice bottles.
- Money from unreturned bottles will go to the DEP.

Phone Calls

- 8 Francis Dr – CS spoke w/ homeowner about trimming vegetation.
- Red Rock Grill & Bar, West Main St – CS spoke w/ owner about canoe rental and dock, would require permit from DEP and an NOI would need to be filed.

9:40PM Active Sites

9:40PM Pending

9:45PM “Mullin Rule”

- Warrant article proposed by Planning Board to adopt MGL 39 Sect 23D regarding public hearings and members attendance; Allows a member to miss one meeting as long as transcript of hearing is available.
- Members support this article.
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9:50 Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Clerk
Re: **Minutes of meeting Wednesday, 3/23/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, Scott Heim

Meeting Timeline:

7:35PM Blackstone Valley Tech HS James Brochu/Brian MacEwan

- Revised entrance for improved site line (gained 1 parking space)
- Revised detention basin
- Addressing key issues from Schofield ltr dated 3/22/11: Stability of slope; maintaining groundwater levels in the basin; install sub-drains at base of slope; install sub-drain at top of detention basin;
- Grate covers – specs.
- Site walk set for Sunday April 3 @ 8:30 am
- Continued public hearing to April 13 @ 7:45 pm

8:00PM Kiwanis Beach dock project M. Andrews (scout)/M. Cortese (Rec Com)

- Proposed Eagle Scout project of Mike Andrews, Troop 132 to install a dock and canoe/kayak tree at Kiwanis Beach.
- Rec Com looking to expand and have kayaks and canoes; dock & canoe trees will be separate from the beach area. Looking to install for use this summer 2011.
- Proposed dock is 38 feet long; will need to file Chpt 91 Waterway Permit through the DEP
- Also need to file RFD; additional info needed on footings.

8:25PM General

Meeting Minutes

- Read and approved minutes from 3/9/11.

OS

LS - USF bridge project – replacing existing bridge.

SWF

- P&S draft reviewed by Town counsel.
- Con Com will need to sign.
- Cabin still and issue.
- CR is moving forward; language still needs final approval from all parties.

Finances

- Current vouchers signed.
- Meeting w/ Ashland to discuss Agent position; Town Mgrs, Chris Scott & Selby.

Site visits

- 111 Mendon St – TJ visited property; will need an NOI including professional wetland flagging.
- 47 Oak Dr – TJ visited; no timber management plan.
- 9 Christian Hill Rd – waiting for wetlands delineation; will need to be visited.

Comment letters

- Letter to Planning Board for suggestions of additional info needed for Con Com to review wetlands. Draft reviewed and approved w/ revisions. CS will finalize.
- Letter to Cody Henderson re: proposed OS plan off Prospect St. CS will revise draft w/ comments from members and email.

Park Watch – no update at this time.

“Mullin Rule”

- BOS will sponsor warrant article at ATM to include all boards/committees/commission/depts.

Southboro/Westboro Rd

- Town project to fix culvert and crossdrains; CS informed Town Mgr that town will need to file w/ Con Com & DEP.
- Possibly tie in to this project berm work and any additional beaver deterrent measures.

Christian Hill Rd Composting Site

- Using this area as a snow storage site; no wetlands on site.

Erosion Control Workshop sites?

- MACC inquiring if we have any sites in town that would work for workshop? Possibly Cross Winds or Sylvan Springs.

9:30PM Active Sites

Glen Echo – COC

- Issues – cart path; temporary erosion control feature – is it still needed? If not landscape; Is stone swale still shown on plans? Trees.
- DS will forward Schofield’s last comment letter to members.

9:45PM Pending

85 Mechanic St

- Manure pile still there; Letter will be sent to owner.

9:50PM Phone Calls/Denise

- 25 Walnut St – CW Duncan removing/cutting trees
- 29 Warren St – tree house (Make A Wish request)

10:00PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 4/13/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, Scott Heim, Sandy Lajoie, (Tom Dodd at 8:25 pm)

Meeting Timeline:

7:35PM Blackstone Valley Tech HS - NOI James Brochu (BVT)

- Brief update; site walk conducted Sun 4/3/11 – no issues w/ delineation of wetlands.
- Public Hearing closed; Motion to approve Order of Conditions – approved; Con Com will issue OOC w/in 21 days.

7:40PM JR Estates (West River St) - RFD Mike Weaver (G&H)

- Site visit conducted 4/9/11; no issues.
- Filing w/ Natural Heritage is being done.
- No changes to the FEMA Flood Plain maps which go into effect July 2011.
- Work area is outside the resource area.
- Public Hearing closed; Motion to sign Negative Determination – approved. Con Com will issue Negative Determination w/in 21 days.

7:50PM 18 Elm St/Chamber property Cathy Taylor (Historical Commission)

- House has removed; Upton Fire Dept conducted controlled burn training over course of 2 weekends; grass seed has been planted
- Looking to perform needed repairs to the chamber which will require draining and excavating to the original floor then repairing the walls. Some grading of the property may need to be done.
- MP suggested having an engineer check the ground water elevation levels to see if this is cause of water in the chamber.
- NOI was filed and OOC issued; need to check dates to see if OOC needs to be extended and/or amended.
- Looking to conduct these repairs summer 2011.
- Con Com would like a letter from Historical indicating work to be done; Hay bales or silt fencing will be required.

8:10PM General

Open Space Committee

- MP spoke with landowner on Pratt Hill re 32 acres he is looking to sell.

Land Stewardship

- Matthew Bachtold and Bill Taylor have expressed interest in joining the committee.
- Motion for MS to write letter to the BOS recommending Matthew and Bill as members of the committee – approved.

SWF

- MP met w/ owners to discuss the P&S.
- Owner wants to put up temporary greenhouses on the west side (“view” side). Open Space has discussed alternative locations to protect the view.
- Fund Raiser set for May 22.

Finances

- Current vouchers signed.
- Roughly \$700 in expense account; Land Stewardship looking to spend about \$100 for water bottles for the Boy Scouts for the work that they did.
- OS looking to purchase some lumber but will wait to see what is remaining in the account at the end of the FY.
- Looking to increase the amount from \$10,000 to \$15,000 for the Warrant Article for the Agent.

Site visits

- 29 Warren St – TJ visited and spoke w/ homeowners; con com would need more info on work to be done to determine if any kind of filing is needed.
- 9 Christian Hill Rd – waiting for wetlands delineation; will need to be visited.

Comment letters

- Letter to Planning Board for suggestions of additional info needed for Con Com to review wetlands. Draft reviewed and approved w/ revisions. CS will finalize.
- Letter to Cody Henderson re: proposed OS plan off Prospect St. CS will revise draft w/ comments from members and email.
- Fowler St (Davidson’s LLFR plan) CS will send letter to PB w/ further clarification of wetlands and rare species (NHESP filing).

Red Rock Grill (West Main St)

- CS talking w/ owner as to proposal to put in a dock and rebuild “shack”; items still to be discussed: tree cutting; pathway clearing; mapped habitat area.
- Need to speak w/ DEP; CS is following up.

ATM Warrant Article re: revolving fund

- Blythe rewording language due to Town Counsel recommendation on the Wetland Bylaw Revolving Fund.

8:50PM Active Sites

Southboro Rd

- TD motion to continue maintenance of the water flow device (deceivers) – approved 5 to 1.
- Culverts (Southboro/Westboro Rd and other areas in town) whatever work to be done needs to be beaver resistant. Ltr to be sent to town manager.
- TJ discussed trapping as more cost effective beaver management vs installing deceivers that require constant maintenance.
- MP suggested someone regularly visit the active beaver sites to keep ahead or avert any problems. MS suggested someone from DCR monitor this as they are onsite anyway.

Glen Echo – COC

- Working on conditions.

9:10PM Pending

85 Mechanic St

- Letter was sent to the owner. She is not using this pile thus not adding more to it.

9:15 Meeting Minutes - Motion to approve mm from 3/23/11 – approved.

9:20PM Denise’s items

- RFD received from Recreation Commission for Kiwanis Beach project; ph set for 4/27 @ 7:30 pm
- Turtle Habitat escrow document for Maple Ave landfill; motion to approve & sign document – approved.

9:30PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 4/27/11**

Members Attending:

Mike Penko, Marcella Stasa, Tom Jango, Scott Heim, Sandy Lajoie, (Chris Scott joined at 8:15pm)

Meeting Timeline:

7:40PM Kiwanis Beach RFD hearing M. Cortese/Rec Dir & M. Andrews/Scout

- Eagle Scout project to install dock and canoe/kayak tree at Kiwanis Beach.
- Dock will be removable; made from pressure treated wood.
- No swimming from the dock; eliminates boats being dragged onto the beach.
- Canoes/kayaks will be chained and padlocked to the canoe tree; if any problem w/ vandalism the canoe tree can be fenced in.
- Oars, life jackets, etc... will be locked in the Ramsey Building.
- Motion to close the hearing – approved. OOC will be issued w/in 21 days.
- Motion to issue Negative Determination – approved.

7:50PM General

Meeting Minutes - Motion to accept meeting minutes from 4/13/11 – approved.

Website – Bill Taylor will be working on updating; Denise will help as needed.

Finances

- Current vouchers signed.

Open Space Committee

Land Stewardship

8:05PM 137 Milford St (Fieldstone Pros Inc.) David Sacco, Esq.

- No change in use of the property. Planning Board determined no new Site Plan required.
- 5 year lease on property.
- Discussion of wetland at rear of property; need to keep materials away from wetlands.
- Knot weed (bamboo) extremely invasive; need to remove or control this plant.
- Con Com will make a site visit.
- RFD will need to be filed.

8:30PM General (continued)

- Fowler St LLFR application – comment letter.
- 9 Christian Hill Rd – wetlands to be flagged. DS contacted applicants engineer to remind them. Site visit will be needed when flagging is done.
- Bottle Bill expansion – discussed sending letter of support to legislators.
- Need to get the word out in town to support this. MS will start letter.
- Red Rock Grill & Bar – need to file; nothing yet.
- South St tree cutting? MS visited but did not see where. Will contact residents who called to find out exactly where the cutting is happening.
- Letter to Planning Board re: Large Lot Frontage Reduction bylaw.
- JR Estates (West River St) – Negative Determination; CR vs Deed restriction – intent is for deed restriction.
- Railroad – concern that railroad cars containing hazardous material or chemicals will be sitting next to wetlands. After 3 days cars sitting on site (rr yard) are considered storage not rail transport – does Con Com then have authority to regulate?
- Appointments: Chris Scott, Scott Heim & Tom Jango will be reappointed for 3 year terms; Tom Dodd is resigning – his vacancy will be for 1 year position. Any potential candidates?

- CS spoke w/ MassDOT re: the old rest area on Rte 140 (across from Lake Wildwood). Area is flooding possibly due to a clogged pipe. They need to find the pipe and evaluate if it simply needs maintenance or if the pipe needs to be replaced. If replacement an NOI will be required.

9:10PM Pending

Beaver Management – CS installed a rain gauge at Southboro Rd; someone from DCR could monitor activity – MS will email Rich to inquire about this.

85 Mechanic St – concerns now about water backing up onto this property due to beaver activity in the area.

9:25 SWF

- MP has P&S for Con Com to sign; CR still being drafted.
- Site visit w/ CPC Sunday 5/1/11 @ 10:00 am.
- CR will allow new structures on the east side of property; replacement of structures on west side not blocking the view (structures to be of similar size if replacing); Greenhouses can be located on the backside not view side.
- Surveyor will be starting.
- MOU btw SVT and Con Com being worked on.
- Picture of proposed sign that will be put on the property.
- Plan for 3rd lot has been re-drawn; easement to CR land?

Motion to sign P&S for SWF – approved and signed.

9:45PM Active Sites

Glen Echo – CoC

- Discussion of details for CoC.
- Will provide a list of items to be checked during DPW & PB engineer (Schofield) site visit.

9:50PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 5/11/11**

Members Attending:

Mike Penko, Marcella Stasa, Tom Jango, Sandy Lajoie, Chris Scott

Meeting Timeline:

7:30PM

South St Sand Pits

Henry Poirier/Pam Campbell

- Tree harvesting not clear cutting.
- Staying 100' from wetlands and 40' from property lines.
- Logger is Bill Cisco, Jr of Winchendon, selectively cutting.
- Approximately 2 more weeks of cutting.
- No foresting plan has been created as under the volume limit.
- Con Com has requested that they be notified when this round of tree cutting has been completed; and to be notified in advance of any future cutting plans.

Con Com Vacancy

- Letter from resident Alan Miano of North St; he is interested in serving on the Commission.

Glen Echo Estates – OOC

- CS preparing a memo to Pulte with a few items to be addressed.

Southboro Rd – beavers

- Beavers have built a large dam.
- MP suggested having Skip or Tim Davidson try to remove the dam to a level that will allow the pipes to be installed.
- TJ suggested trapping some of the beavers to keep the colony numbers down which will prevent them from building such large dams.
- Removing the dams is preferable but need to be careful not to release too much water as it can/will overflow Southboro Rd; culvert is small and can't handle water flow.
- Also need to be aware of dragonfly season.
- MS will contact Tim Davidson to get an estimate of cost to remove the dam.
- Motion made to authorize up to \$1500 to remove the large dam and move the material off site – approved.

8:25PM SWF, LLFR plan

- Discussion of the Large Lot Frontage Reduction Special Permit application submitted to the Planning Board; no wetland concerns.
- MS will draft letter to the PB;
- Motion to draft letter and authorize CS to sign – approved.

8:40PM 51 South St, LLFR plan

- CS wrote draft letter – comments from members.
- Wood turtle habitat – Rare Speicies/NHESP? MP will check the map.

8:50PM Opens Space Action Plan (2011 – 2017)

- Forest Stewardship Plan – create 1 plan to include Warren Brook and adjacent properties.
- Need to submit to the State w/in next few weeks; Needs to be done for SWF grant.
- CMRPC is currently reviewing.

8:50PM SWF

- MOU -- Review language for how the CR would be monitored.
- Enforcement and Legal defense.
- Easements – trail/cartpath width?
- Invoices for legal fees to be paid; SVT will pay \$3000 toward survey fee and town will pay the legal fees. (items related to the cabin have been removed from the invoices OS will pay).

9:35PM Mission Statements

- MS created draft of language for Land Stewardship – motion to approve minor updates – approved.
- MS created draft of language for Open Space Committee – motion to accept – approved.

9:45PM

Meeting Minutes - Motion to accept meeting minutes from 4/27/11 – approved.

Finances- Current vouchers signed.

Bottle Bill expansion – MS will draft letter of support to the BOS

9:50 JR Estates

- Deed restriction vs CR? Need to determine which.

10:00PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 5/25/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, Sandy Lajoie, Scott Heim

Meeting Timeline:

7:40PM 137 Milford St RFD L.Jordao/Fieldstone Pros, Inc.

- Hours of operation 7 am – 5 pm Monday thru Saturday.
- 1 person on site.
- Deliveries to the site by suppliers; limited commercial traffic.
- Knot weed (bamboo) removal or herbicide treatments. To get rid of it need to cut it a couple times during the growing season then spray w/ herbicide (ie Roundup) in early September.
- TJ will make a site visit to look at the bamboo.

7:50 PM General

Con Com Vacancy

- Concom will send a letter to the BOS recommending Alan Miano of North St to fill vacancy.

Meeting Minutes

- Motion to approve minutes from 5/11/11 meeting – Approved.

Open Space Committee

- Discussion of 495 Compact – map provided by CMRPC.
- Some updating of town owned land needs to be done; MP will update.

Land Stewardship Committee

- Garden has someone managing; BVT has a couple of plots they will use for the restaurant.
- Spraying at Stefan's Farm should be done this year.

SWF

- 3rd lot was reviewed by Planning Board; approval is expected at their meeting on 6/14.
- Environmental baseline is clean; expecting baseline existing conditions report; SVT will review.
- GIS work ongoing – there are more stone walls to be mapped.
- Survey work is underway; actual property is about 100 acres not 92 as originally thought.
- Using stone wall as boundaries as much as possible.
- Some disagreement w/ owners as to where the parking is going to be for accessing the town land; owner has asked for it to be on the west side not the store lot. Intent is for the parking area to be as least intrusive as possible.
- Couple items to be addressed: underground utilities; septic mound.
- CR is being reviewed by the State.
- CPC meeting is next Wednesday 6/1/11; they will be reviewing and making a recommendation on the CR.
- Sign has been ordered.

Finances

- Current vouchers signed.
- Expecting invoice from T. Davidson for Southboro Rd beaver site.

Bottle Bill expansion

- MS drafted letter of support to send to the BOS and Peterson & Moore.

Comment Letters

- 51 South St (MP)
- Prospect St (Henderson/Lobisser) project (CS)
- JR Estates – deed restriction vs CR? CR needs to be held by 3rd party (Metacomet Land Trust?) whereas a deed restriction would be simpler.

- Motion to use deed restriction not a CR – approved 6-0.

Agent

- Agreement w/ Ashland is in place.
- Items to pin down: mileage and hours (do they roll over?)

8:50PM Pending

Southboro Rd – beavers

- T. Davidson has done some work on site and seems to be working as water is flowing.
- Hold off on installing pipes to see if they rebuilt.

Goss Pond

- Access to land; MS spoke w/ C. Henderson and would like to hold off marking until the land deal on the Poirier property is determined.

Town Road Work

- Grafton Rd paving entire length – NOI needed.
- Fiske Mill Rd entire paving length – NOI needed.
- East St – paving part?

5 School St – installing gas line – owner needs letter.

Con Com office – upgrade monitor for GIS (larger monitor).

Active/open projects – review to see who needs letters.

Red Rock Grill & Bar – submitted NOI need \$60 fee for newspaper ad.

Governor's Landing

- Court has sent back to DEP; DWP has sent draft of Final Order of Conditions for Con Com to review & comment.
- CS will type up comments and send out for Con Com review and then send onto Brian Winner (Town Counsel) by next Thursday.

9:40PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 6/8/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, Sandy Lajoie

Meeting Timeline:

7:30PM NOI Hearing – 66 West Main St/Red Rock Bar&Grill S. Berger/J. Dunnell

- 15' x 15' shed 26' from the lake edge.
- Rebuilding to the existing footprint and use as kayak rental building.
- Will need to file NHESP (done).
- No dock planned at this time; CS suggested that they include plans for a dock even if not planning to build one in the near future. This would save time/money instead of having to prepare a new NOI. Applicant will submit a letter w/ plans for a dock to be added to this filing.
- Will need to put down bark mulch to cover roots to prevent further erosion/damage. No stones/gravel.
- No trees need to be removed.
- This is not a riverfront due to the dam impoundment (?)
- No word yet from Natural Heritage. This is the habitat of the box turtle and 2 types of salamanders.
- TJ will make a site visit.
- PH continued to June 22 @ 7:45 pm.

7:50 PM RDA – 137 Milford St L. Jordao

- TJ visited site. Some material pushed into wetlands, perhaps when plowing snow.
- TJ pointed out the knot weed (bamboo) and explained that they need to work on removing it. He gave suggested methods for removal.
- Motion to sign the Determination – approved & signed.

8:00PM General

Meeting Minutes

- Motion to approve minutes from 5/25/11 meeting – Approved.

Website

- Bill Taylor has been working on updating websites for OS and LSC; Alan Miano will provide assistance.

Open Space Committee

- Appointments of committee members.

Land Stewardship Committee

- Bill Taylor and Matthew Bachtold have been appointed to the committee. Bill will be working on trails and Matthew will be working on garden.
- Working on CR for the Whitney property.

Finances

- Current vouchers signed.
- SL gave update on expense account; MS looking to use some money for gifts for the Scouts that have been working; MP would like to purchase a larger monitor for the Con Com office as GIS is now installed on that computer.

8:15PM Upton Road projects B. Robinson/L. Bombara

- Town is putting bids out on 3 road paving projects; need to know what filings are needed.
- **Fiske Mill Rd** – no drainage, catch basins or piping. No work being done outside the existing paved area simply repaving the entire length of this road. Being done by a process called “Hot In-Place”. This project is basically maintenance of the current street. No filing needed.
- **Grafton Rd** – reclamation project of entire street; rebuilding catch basins; again this is maintenance of the existing street and basins. RDA filed.

- **Southboro/Westboro Rds** – rebuilding existing culverts and replace any pipes as needed. No new areas/items are being added. Areas to be specified in RDA filing. This project may require an NOI as this is an endangered species area.
- Public Hearing set for June 22: 7:30 Grafton Rd; 7:40 Westboro/Southboro Rds.
- Con Com has requested a list of potential roads to be considered for future work and the scope of the projects.

8:55PM SWF

- Budget/Expenses/Payments; Motion to raid Conservation Fund to pay SWF legal fees (\$8833) – approved.
- Need to review/finalize the language for the Whitney CR; SWF CR; MOU w/ SVT; and Easement Deed.
- Form A will be signed by PB on 6/14; BOS will then sign CR on 6/16 then State needs to review before closing on 6/20/11.
- CS will post a meeting for 6/14 at 6 pm (prior to PB meeting) to sign necessary documents.

9:15PM Review of draft docs for SWF

9:40PM General

- 495 Compact – MP provided update info on Peppercorn; Stefans, Miscoe Hill and Mendon St.
- Glen Echo Estates – MP will email outstanding issues such as North St detention area – trees vs grass.
- 51 South St – MP will draft letter to PB.

10:15PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 6/14/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, Sandy Lajoie

Meeting Timeline:

6:00PM SWF document to be signed

- Motion to accept and sign Whitney CR w/ understanding that there could be minor changes to the language thus MP has authority to amend – Approved 5 – 0.
- Motion to accept and sign SWF CR w/ understanding that there could be minor changes to the language thus MP has authority to amend – Approved 5 – 0.
- Motion to accept and sign Grant of Easements w/ understanding that there could be minor changes to the language thus MP has authority to amend – Approved 5 – 0.
- Motion to accept and sign Deed w/ understanding that there could be minor changes to the language thus MP has authority to amend – Approved 5 – 0.

6:20PM General

- Motion to approve letter of support for Greenways Grant – approved 5 – 0.
- Barbara Burke request letter of support for work to be done to the chamber structure & property. Motion made to send letter supporting the Historical Commission project for the property at 18 Elm St. approved 4 – 0.
- Glen Echo site visit w/ Pulte for planting & other Con Com items. Wed 6/22 at 6pm prior to meeting.
- 51 South St – motion to approve the comment letter for PB approved 4 – 0.
- Need to pick up the sign for SWF.

6:50PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 6/22/11**

Members Attending:

Chris Scott, Scott Heim, Marcella Stasa, Tom Jango, Sandy Lajoie, Alan Miano
Mike Penko at 8:10pm

Meeting Timeline:

7:30PM RDA - Grafton Rd

M. Allen for Upton DPW

- Project entails resurfacing and shoulder work.
- Grafton/Upton town line to just past Oak Knoll Ln will be full depth reclamation; some shoulder work to aid drainage; upgrading to help slow the velocity.
- 1 culvert will be replaced as it is damaged.
- Oak Knoll to Mechanic St section will be surface coating only – no shoulder work.
- Removing 4 small trees (<12”) that are right on the edge of the road.
- Discussion of a hump or heave at Orchard St; DPW will do what they can to reduce.
- Warren Brook – erosion control measures will be done
- Work to be completed in a week to 10 days.
- Hearing closed; determination to be issued.

7:40PM RDA – Southboro & Westboro Rds

M. Allen for Upton DPW

- 15 culverts to be repaired/replaced; 12 on Westboro Rd and 3 on Southboro Rd.
- Plan is to cut the asphalt, remove the existing pipe and replace it. Will re-use the existing stone work where necessary.
- Work will be one side at a time so as not to have to shut down the roads.
- Ellen Arnold pointed out that the stone face of the culvert at Southboro Rd and the CCC Way is historically significant. Need to inform the DCR of this project. Larry/Blythe will send a letter.
- No species will be affected thus no further filing will be necessary.
- While doing this work it is suggested that a cage be installed on the culverts for beaver control. Also will clear out any debris.
- Hearing closed; determination to be issued.

7:50PM NOI - 85 Crockett Rd

David Krawiec

- Septic has been approved.
- Tank will be 21’ from the shore line and about 1’ above the high water line.
- Presby system for leaching works in sand.
- Pump tank will be 6-7’ from the road; will need to put some sort of marking to prevent snow from being piled there in the winter.
- Siltation control will be needed – hay bales are fine.
- CS will contact BOH.
- Hearing closed; OOC will be issued.

8:15PM General

Open Space Committee

- OS Rec plan was sent to the State.
- Appointments of committee members – send list of members appointed by Con Com to Kelly.
- How should appointments be handled? Con Com, BOS or both?
- Motion to appoint the following people until a resolution of the appointment process is determined:
Marcella Stasa, Mike Penko, Chris Scott, Scott Heim, Alan Miano, Rick Holmes, Bill Taylor, Tom Dodd
- Motion was seconded and approved.
- Memberships are for one year.

Land Stewardship Committee

- Motion to appoint the following people until a resolution of the appointment process is determined: Matthew Bachtold, Matt Ronzio, Bill Taylor, Cathy Taylor, Mike Penko, Scott Heim, Marcella Stasa
- Motion was seconded and approved.

SWF

- Closing was done on 6/22.
- Paperwork needs to be turned in to the State.
- Draft of Baseline & Management Report is done; descriptions, photos, maps, resource management plan (waiting for SVT comments).
- Press release is coming from SVT; MS will link and send something out locally.
- Sign needs to be in place by Monday.

Meeting Minutes

- Motion to approve minutes from 6/8 and 6/14 – approved.

Finances

- Current vouchers signed.

Bottle Bill expansion – nothing new.

Comment Letters

- JR Estates CR language sent to town council.
- Prospect St – CS will send letter to C. Henderson.

9:10PM Pending Concerns

- Site visit to South St pits (Poirier land) needed to see how many trees were removed. Any wetland issues during tree harvesting?
- CS will contact H. Poirier; visit on Monday 6/27 10am?
- No cutting plan – buffer zone issue?

9:20PM Active Sites

- Rescheduled site visit w/ Pulte (John Engdahl).
- MP & MS visited yesterday (6/21); would like to have Pulte improve the access to the Howarth conservation area.
- Some trees were destroyed thus need to be replaced; replace stone w/ smaller stones and improve the grading to allow for walking and vehicular access.

Sign-offs

- 12 Howarth Dr (owner selling – open NOI?)
- Grafton Rd RDA – motion to approve, seconded -- Approved.
- Southboro/Westboro Rds RDA – motion to approve, seconded – Approved.
- OOC for Red Rock Grille & Bar (66 West Main St) – motion to approve, seconded – Approved.
- OOC 85 Crockett Rd – motion to approved, seconded – Approved.

9:45PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Mike Penko, vice-chair
Re: **Minutes of meeting Wednesday, 7/13/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

7:30PM

Agent Report – Mathew Selby

See attached report.

Selby visited Upton Grafton RR site in Hopedale where a small stream had been filled without a CWA permit. The length of stream filled was similar to the Maple Ave site. Riprap at outlet provided aeration. The stream flows into the Mill River.

Discussion about pool installed at 117 Westborough Road within 100 ft. buffer (wetlands occur on adjacent property).

Selby to visit Mobico on Route 140 to determine if fill has been removed from wetland as requested by ConCom.

Tennessee Gas Pipeline Discussion

with TG representatives Steve Morowski and Dan Schenee

TG Provided copy of state approved ROW Management Plan.

Targeted control of woody vegetation on “Blackstone Lateral” only, not the main line.

Information sent to all property owners; property owners can opt out. Follow-up visits planned if land owners did not respond to mailing.

Control - early August – end November time frame.

Mechanical control to be used near wetlands and on woody vegetation greater than 8 ft. tall.

Goal is control mow, and treat, with one herbicide application during a 7 year cycle.

MA NHESP review complete (no issues). No vernal pools. Warren Brook area not part of Blackstone Lateral and will not be sprayed.

Steve M will do QAQC and MA DAR will likely do site inspections. VCS will do the work.

ConCom offered an opportunity to observe.

South Street Gravel Pits Tree Cutting Discussion

with Henry P Jr., Pam P., and Bill Sisco (consulting forester)

ca. 30,000 bf removed with no state approved cutting plan.

Some work occurred within wetland buffer (violation of WPA).

No Plans for more cutting (town is expected to buy the land).

If there is addition cutting on Poirier property, an NOI or cutting plan should be filed.

Glen Echo 35-37 Howarth Drive)

A gully has formed on back side of the detention basin. Contact John E. of Pulte to request repairs.

Maple Ave – Grafton- Upton RR

Site visit held on July 12 at 4:30.

Owner is proposing to entirely fill/pipe an intermittent stream passing through property and adjacent ponded area. Riparian buffer has already been cut, erosion control more or less in place.

WPA and bylaw are not applicable (Federal RR Preemption)

Contact Corps Regulatory office. CWA should be applicable.

Consensus was the Commission would consider not opposing filling of stream so long as significant mitigation was provided (e.g. preservation of another stream and riparian buffer in Upton such as those on the Miscoe Hill Road or Westborough Road parcels; long-term Phragmites control on Old Zac.

Stormwater Bylaw

Chris Scott attended BOS meeting and will be ConCom representative
It makes sense for ConCom to be the official enforcement authority, as is the case in other towns.
Need to enact bylaw to avoid possible USEPA enforcement action against town.

Miscellaneous Items

- 1. Motions passed to order businesses cards for Selby, sign DS time sheet, pay MACC dues (\$400), and miscellaneous LSC expenses.
- 2. Website updates discussed. Need to pdf documents for posting on website.
- 3. Open Space: OSRP approved by DCS, copies need to be made and distributed, pot o website
- 4. LSC: work date at SWF planned for coming weekend.
- 5. SWF: motion to spend down FY2010 Conservation Fund balance to 0 (zero) to pay legal expenses. There will still be a \$7,000 shortfall which will be covered by private donations. Town Counsel expenses exceeded \$21,000
- 6. Motion passed to transfer \$2,000 of FY12 funds into the Conservation Fund.
- 7. JR Estates: CR or deed restriction needs to allow ROW for new wells site. On hold.
- 8. 85 Mechanic Street: manure pile still not removed but after two years may not be much of a risk.
- 9. Landscape Depot (Rt 140): Knotweed removed mechanically but not yet sprayed. Tom J. to follow-up with owner.

10:10PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 7/27/11**

Members Attending:

Chris Scott, Mike Penko, Scott Heim, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

Meeting Timeline:

7:35PM Agent's report

Matt "Selby" Selby

- Copy of Report dated July 14 – 27, 2011 attached
- Looking for the OOC for Cross Winds (311-489).
- Upcoming NOI for Glen Ave wellfield.
- Upcoming discussion with DPW regarding future road projects.

7:50PM General

Meeting Minutes

- From 7/13/11 – MP will type up for next meeting.

Website

- AM has begun working on updating.

Open Space Committee

- A couple of abutters to George Hill possibly looking to sell some land to the Town; this would be adjacent to the Warren Brook area. Open Space Committee will invite to a meeting to see what they are offering.

Land Stewardship Committee

- Received a \$7000 grant for work to be done at Stefans property.
- Trail work at SWF has begun.
- Fencing at SWF?
- MS has applied for additional grants for work at SWF.

SWF

- Farm is for sale – includes house & farm stand.
- Set up a walk for wetland review – Wed 8/3?
- SVT MOU – draft review for next meeting.
- Legal expense – Metacomet is helping to raise funds.

Finances

- Current vouchers signed.

Bottle Bill expansion – nothing new.

Comment Letters

- Prospect St – CS will send letter to C. Henderson.

Railroad

- Brief update from PB meeting by DS.

Storm Water Bylaw Committee

- Con Com representative needed for this new committee; Motion to appoint Chris Scott, 2nd and approved.

JR Estates

- Deed language still in draft form.

8:45PM Pending Concerns

- MP would like to investigate the water quality of Goss Pond he will send an email to set up a site visit.
- Beavers at Southboro Rd: the water is low; while culvert work is being done perhaps can clean the deceivers.
- MS has contacted the owner at 85 Mechanic St to make sure she does not add anymore to the manure piles.

9:00PM Active Sites

- TJ will keep an eye on the landscaping business on Milford St.
- Grafton Rd RDA – motion to approve, seconded -- Approved.

Office items

- DS working on sending out letter for expired OOCs that have been granted extension under the Permit Extension Act.
- DS on vacation week of 8/22; SL will cover Wed 8/24 and Ellen Arnold will cover 8/26.

9:0PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: **Minutes of meeting Wednesday, 8/10/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

Meeting Timeline:

7:30PM Agent's report

Matt "Selby" Selby

- Update on RR/Maple Ave property; RR must comply with Clean Water Act; in contact w/ the Army Corp who ultimately come under the EPA; concerns about vernal pool that has been filled – spoke with the DEP in Worcester; trying to keep track of what is going on at the site so we can determine what needs to be done for mitigation/replication.

8:00PM 98 High St

Amy Correia

- Discussion of projects to be done and how to complete an NOI; RDA was filed in 2007; Members will set up a site visit.

8:40PM Agent's report – continued

- Discussion of various site visits; Copy of Report dated July 28 – Aug 10, 2011 attached.

9:35PM General

- Members to have ID cards; see Paula at the Police Station to have pictures taken.
- CS will provide info from Tennessee Gas pipeline spraying to the BOS for their meeting on 8/23.
- CS is creating language for a blanket RFD for the DPW to use for road projects; this of course is for non-wetland areas.

Meeting Minutes

- From 7/13/11 – amended; MP will re-type for next meeting.
- From 7/27/11 approved.

Website

- AM has begun working on updating; some minor changes made; working on revamping the format.

Governor's Landing

- review the letter from Kopeman & Paige re: final decision of the litigation.

Glen Echo

- Motion to issue CoC for Glen Echo roadways and infrastructure – 2nd and approved.

Open Space Committee

- Met with a couple of land owners on George Hill; they are looking to sell land with the interest in preserving it; MP discussed possible resource from Metacomet.
- Membership number? The Charter allows for 3 – 7 members and currently we think there are 9 which affects the quorum requirements. Should number be dropped or perhaps change the charter to allow for more members.
- OS conference on 8/20; Marcella & Bill are planning to attend.

Land Stewardship Committee

- Looking to do forest management & tree cutting – funding?? Possibly share the cost with Grafton; this would be SWF, Warren Brook and Pell Farm areas.
- Analysis of what timber is there (inventory) to determine what might be harvested to sell.
- Identify the goals.
- Educate the public on the need & benefit of cutting and management. Perhaps take a survey of public opinion.
- DCR may be able to offer some assistance.

SWF

- SVT MOU – final version incorporates language from town counsel and SVT; motion to approve and sign the MOU 2nd and approved.
- The Town has received the \$650,000 from the State.

Finances

- Current vouchers signed.

Comment Letters

- Prospect St – CS will send letter to C. Henderson.

10:40M Pending Concerns/Active/Denise’s items

- 142 North St – litigation w/ Planning Board; will review Conservation comments.

10:45PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Mike Penko, Vice-chair
Re: **Minutes of meeting Wednesday, 8/24/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, Scott Heim, and Alan Miano
Agent: Mathew Selby

7:35 pm NOI: 108 Grove St. (presented by Mark Allen)

Addition to existing home (12x14 porch).
Area to be disturbed is entirely lawn and within about 10 ft. of wetland line.
Existing retaining wall to be removed.
Silt socks to be used for erosion control.
Selby has visited site.
DEP File No. issued (311-0652).
Hearing closed at 7:45 pm

5 Miscoe Hill Road Discussion

Lot contains certified vernal pool.
Over would like to remove some trees within 100 ft. buffer and replant with native vegetation
Selby to visit site and report at next meeting.

7:55 pm RDA School Street, Upton DPW (presented by Mark Allen).

Project needed to address a drainage concern just west of Stoddard St.
Installation of drop inlet catch basins proposed.
Selby noted a pipe is clogged and erosion is occurring at end of existing outfall.
A granite lined channel is in need of a cleanout; trash rack needs to be replaced
Work to be done in the fall; silt socks to be used for erosion control
Issue Determination and condition it as follow 1) cleanout granite channel and install new trash rack; 2) add riprap to dissipate energy at end of existing outfall.
Hearing closed at 8:07.

8:07 Mark Allen – unrelated question regarding a project at 20 School Street. Project involves an addition with foundation about 30 ft. from wetland. Filing a RFD rather than NOI is ok with Commission.

8:10 72 West Main Street RFD (Marlene and Michael Tassi representing owners (D. and M. Robinson, who are on vacation)).

Project proposes to rebuild a farmers porch and add an extra 13'6" to porch (footing required)
Selby concerned about dewatering required to construct footings (temporary pit in driveway to be required, if dewatering is needed)
Hearing closed at 8:20.

Agent Report – Mathew Selby

See attached report.

St. Gabriel's: Selby told applicant as built plans are required

Applicant asked if fence could replace wetland bounds. Commission wants permanent markers.

Crosswinds: stalled by cost of RR grade crossing

Dave Winslow – 8 Oak Drive

Driveway washing material onto road during high rainfall events. Problem will persist as long as it is a gravel driveway. Sand has been deposited in resource area across the road.

Owner concerned about cost of paving

Water bars would not work.

One option is to install paving stones ca. 40 ft. upslope from the road

Owner to contact Con Com when a solution is installed. Sand deposited across the road should be removed.

DPW has complained about the problem.

Con Com wants a solution to be in place by this fall.

Lake Wildwood Dock

Mike received call about deck and boat ramp installed on lake. Mike to locate site and take pictures.

Southborough Road Beavers

Need to clean out culvert ASAP before coming Storm (Irene)

What are DPW plans for beaver control after new culvert is installed?

Need for trapping discussed.

Miscellaneous Items

1. Motions passed to sign DOA for School Street (DPW) and 72 West Main Street) and issue OOC for 108 Grove Street.
2. Website updates discussed (Allen). The correct version of the 2009 Regulations is now on the website.

Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Minutes of meeting: **Wednesday 9/14/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

Meeting Timeline:

7:40PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 8/25 – 9/14/11 (attached).

7:50PM NOI - 98 High St Amy Correia

- Selby made site visit; discussed possible mitigation areas
- DEP has issued number 311-0653 and has file under review.
- Hearing continued to 9/28/11 at 7:30 pending DEP review.

8:10PM Agent's report – continued

- Grafton-Upton RR (Maple Ave property) – enforcement action is being taken.
- Landfill replication area – any plans submitted to date?
- Reviewed the OOC that was issued to Cross Winds and made notes on key items. A copy will be provided to the applicant/owner. They will be invited to attend our meeting on 9/28/11 @ 8:45 pm.

9:00PM General

Meeting Minutes

- From 8/24/11 not available yet.

Website

- AM has been working on format/layout.
- Would like to include a section for meeting minutes; will hold off on this for now.
- Remove the secretary's position from member list.

Open Space Committee

- Looking into Scenic Roads bylaw; will get on Planning Board agenda in near future.

Forest management plan – MP will work on as time permits.

Herbicide use policy – MP will also work on this.

Land Stewardship Committee

- Firewood lottery drawing will be Friday 9/23; there are several sites (Stefans, Peppercorn Hill) with wood.
- 9/14 walk Stefan's land with Mass Wildlife to discuss field management and habitat; a comment letter/report will be submitted.

SWF

Finances

- Current vouchers signed.
- Motion to pay recent K&P invoice for SWF from Expense account.

Lake Wildwood Dock – need to determine the address; although Wildwood is not a 'great pond' still needs a filing for the work done at the shoreline.

Comment Letters

9:45PM Pending Concerns/Active/Denise’s items

Beaver Management/Southboro Rd

- Culvert needs to be cleared.
- Ongoing problem – multiple things need to be done: maintenance/clearing, trapping, fencing for culverts.
- DCR needs to be involved.

10:20PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
Cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Minutes of meeting: **Wednesday 9/28/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

Meeting Timeline:

7:30PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 9/15 – 9/28/11 (attached).

7:40PM NOI - 98 High St (311-0653) Amy Correia

- DEP has reviewed and found no problems.
- Hearing closed; OOC will be issued.

7:45PM Agent's report – continued

7:55PM NOI – Glen Ave Well field (Town of Upton/DPW) Tata & Howard

- Permanent replacement of wells by installing 3 new wells.
- 2 phases: Install the 3 wells; then connect all 3 to the existing pump station.
- After phase I the DWP is requiring short duration (24-48 hour) pump test; discharge will be out to the backside of the well field. Looking to start mid-October. All 3 wells will be tested at the same time (staggering startup).
- Zone 1 restrictions stay in effect.
- The old wells will be sealed and covered over allowing the natural plants to grow over.
- Notify Con Com prior to starting; will monitor entrance driveway for turtle activity.
- Hearing closed; OOC will be issued.

8:05PM NOI – 16 Elm St (Robinson) Scott Morrison, EcoTec

- Remove & rebuild single family house that was destroyed in a fire; also replacing septic system; a few trees will need to be removed.
- A 12x40 foot trailer will be onsite until the new house is built and habitable. Will replant the area under the trailer if needed when trailer is removed.
- Swap hay bales and silt fence for silt socks and/or straw bales – preferred by Con Com; fencing may not be needed.
- Hearing closed; OOC will be issued; OK to remove the house.

8:25PM Amended NOI – 85 Crockett Rd David Kraviec

- Upgrade septic to a Presby system.
- Concerns from abutters to the Con Com (emails submitted): parking on septic system – DK provided documentation that it is designed to withstand parking (shown on his plans as such); Nitrogen loading from the system into the pond – Presby system is designed to prevent this from happening.
- Hearing closed; OOC will be issued.

8:40PM RFD – 20 School St (Krupski) Mark Allen, Allen Engineering

- House built in 2002; adding an addition and patio.
- Will need to remove a pine tree which is a hazard.
- Wetlands delineation was re-marked; all work is taking place in the existing lawn area.
- Will use a silt sock; all excavated material will be removed from the site.
- Hearing closed; OOC will be issued.

8:45PM Southboro Rd/CCC Way culvert – discussion with Mark Allen about re-using the stones from the culver; during the public hearing for the RDA of this project it was discussed re-using the existing stones to rebuilt the face of the culvert once the repair/replacement work is completed. Mark will talk with the DPW about this matter.

8:55PM CrossWinds Subdivision update Kip ?? /Bob Poxon of Guerriere & Halnon

- Erosion controls are working.
- Staked no disturb area and areas designated for stock pile.
- Selby walked area with Vahan Sarkisian (owner) to discuss items from the existing OOC.
- Paving - next year (2012).
- Extension request should be submitted before expires.

9:05PM RFD – General Road work (DPW)

- This covers work to culverts, cross drains and general road maintenance.
- Discussion of conditions that will be issued in the determination: any increase to culvert size will require Con Com review; No decrease in culver size – replace in kind; Notifying Con Com of any work 48 hours in advance of projects; notifying Con Com in cases of emergency work.
- Would like a work plan for potential projects (yearly) and a yearly paving schedule.
- Would request that when a project is going to bid that Con Com be notified at that time.
- Hearing closed; OOC will be issued.

9:25PM Agent’s report – continued

9:30PM General

Website

- AM working on format/layout.
- Will include a section for meeting minutes.
- Suggestion made to include the common DEP forms.

Open Space Committee

- Motion to authorize MS to contact John Root re: presentation – approved.

Land Stewardship Committee

- Letters of support from Con Com for grants (MS); motion made for MS to sign letters – approved.

Finances

- Current vouchers signed.

JR Estates – waiting on town counsel to review language for draft CR.

79 Mechanic St – addition built on existing structure/barn; beavers have caused water to be closer than when original structure was built. Need to file RDA to ensure erosion control/stabilization will take place; need to loam and seed.

10:00PM Pending Concerns/Active/Denise’s items

Beaver Management/Southboro Rd

- Met w/ DPW and Town Manager on site (Southboro Rd) to discuss beaver management including trapping/removal of the beavers. CS will begin paperwork.
- DPW will assist in clearing the culverts and installing trash racks.
- Possible funds from Natural Heritage?? And DCR should be involved.
- Motion to trap beavers this year (now), seconded – split vote 3 yes/3 no.
- Motion to authorize the DPW to install trash racks as soon as possible and to designate \$1000 from the Beaver Fund , seconded and approved unanimously.

Approvals/sign-offs

Motion to sign the following applications, seconded and approved unanimously.

98 High St NOI

Glen Ave well field NOI

General Roadwork RFD

16 Elm St NOI

85 Crockett Rd Amended NOI

20 School St RFD

10:30PM Meeting Adjourned

Minutes approved on _____

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_____	_____
_____	_____

Meeting Minutes

To: Members of Upton Conservation Commission
cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Meeting Minutes -- **Wednesday 10/12/11**

Members Attending:

Mike Penko, Marcella Stasa, Sandy Lajoie, Tom Jango, and Alan Miano

Meeting Timeline:

7:30PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 9/29/11 – 10/12/11 (attached).

7:50PM RDA 1 Juniper Rd Susan Onffroy

- Removing saplings (no more than 3" – 4") that are crowding the back of house causing mold/mildew.
- Not extending the existing lawn area.
- Hearing closed; determination will be issued.

7:55PM Agent's report – continued

8:00PM RDA 10 Glen Ave Carolyn Dixon

- Building a 12' x 20' deck; will require 4 holes in the ground for the posts in the existing lawn area.
- No tress to be cut.
- Hearing closed; determination will be issued.

8:05PM General

Meeting Minutes

- Motion to approve minutes from 8/10/11, 9/14/11 & 9/28/11 – 2nd & approved.

Website

- AM added section for meeting minutes and DWP forms; he will work on links to other sites; and the Conservation Land section of the website.

Open Space Committee

- MP, MS and BT met with Planning Board on 10/11/11 to discuss pursuing a Scenic Roads bylaw.
- MS writing a grant proposal to bring in a speaker for next year – Tom Wessels "Reading the Forested Landscape" which includes indoor and outdoor presentation. MS will draft letter of support to be submitted to the Upton and Grafton Cultural Councils.

Land Stewardship Committee

- Looking to get parking area at SWF established this fall. Will call Tim Davidson to get an estimate to do some grading and delineating of the area and add a layer of gravel. May need a drainage system as it is a wet area.
- Estimating \$800 - \$1000, more if drainage is needed.
- Motion to authorize MS to spend up to \$1500 from the Land Maintenance account for this project – 2nd & approved.

Finances

- Current vouchers signed.
- Article for upcoming STM (11/15/11) to move the \$2000 (that was allocated at ATM) from the expense account to the Conservation Fund.
- Discussion on how to cover expenses for 3 members to attend the MACC Conference (10/15/11). Motion was made to cover 3 people for \$60 each; \$120 from Open Space and \$60 from Land Stewardship – 2nd and approved - 4; no -1.

10:00PM Pending Concerns/Active/Denise's items

Beaver Management/Southboro Rd

- Draft letter to the BOS and DCR; need to request some sort of action/involvement from the DCR. Perhaps also involve our State Reps/Senator. Review at next meeting.
- Trash racks/beaver fencing/pond levelers

Approvals/sign-offs

- Prepare extension paperwork for Landfill project for next meeting (10/26).
- DPW RDA determination – reviewed conditions; MP will revise and send to CS.

9:25 Active Sites

Suggestion to have Selby review items that are on the “Active Sites” list and send CS an update; perhaps we can remove some of these items.

9:40PM Meeting Adjourned

Minutes approved on _____

Meeting Minutes

To: Members of Upton Conservation Commission
cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Meeting Minutes -- **Wednesday 10/26/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Tom Jango, and Alan Miano

Meeting Timeline:

7:40PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 10/13/11 – 10/26/11 (attached).

8:00PM RDA 38 Florence Cir John O'Sullivan

- Addition is within existing lawn;
- Hearing closed; Negative determination will be issued.

8:05PM Southboro Rd – beaver/water issues Blythe Robinson

- Water level needs to be lowered for culvert/pipe work. Looking at lowering another 1 foot (possibly 2).
- Water is bubbling through (under) Southboro Rd which indicates a problem; possibility that there is an old stone culvert at this location.
- Clear up of the dam on the left side of the road to get water flowing in a slower manner in order to reduce the water level. Doing it too quickly will affect the dragonfly habitat.
- MP suggested using sandbags to make coffer dams around the work area.
- Water level is dropping and possibly will drop another 6' or foot.
- Natural Heritage will protect the dragonfly habitat and will be reluctant to let water level drop too much.
- BR is looking at the public safety concern especially if road is compromised. Looking to get this work done this fall.
- MP suggestion of the coffer dam is a feasible solution and would be cheaper than any fines that Natural Heritage may impose if the habitat is impacted.
- Some suggestions: lower the smaller bog (north side dam A) to see if will help lower water level; add some additional pipes; and notch the dam.
- Per Ellen Arnold: Worcester County Courthouse has records for Westboro/Southboro Rd improvements done in the 1930s may include info on culverts (such as location).
- B.Robinson or DPW will contact Tim Davidson about doing some additional work on the north side.
- Draft letter to State DCR re: Southboro Rd and CCC Way beaver situation; trying to get some assistance on this and adding info on the maintenance issues.

8:50PM General

Meeting Minutes

- Motion to approve minutes from 8/24/11 & 10/12/11 – 2nd & approved.

Stream Teams

- Discussion with Lara Wahl of 9 Mechanic St about interest in surveying streams; in particular on her property she has a "long, rusty rail" in the Warren Brook behind her home. MS & TJ will make a site visit on 10/27 to take a look.
- Interest in surveying Warren Brook and possibly Center Brook; West River and part of Miscoe Brook had a Stream Team monitor done a few years back.
- Possibly do this as HS science project or Boy Scout/Eagle Scout project?
- Riverways training could be provided?

Website

- AM continuing clean up and update of website; adding links; creating a section for Topics of Interest and Useful Links.

Forest Management Policy – MP working on a draft.

Land Stewardship Committee

- \$12,000 Estimate from Tim Davidson for the parking lot/drainage work greatly exceeds what we budgeted. Drainage work is much more involved.
- Looking to get parking lot done before winter. Temporary measures may need to be done such as mulch.
- Will see about scaling back on the area.

Finances

- Current vouchers signed.
- Article for upcoming STM (11/15/11) to move the \$2000 (that was allocated at ATM) from the expense account to the Conservation Fund.

Lake Wildwood Dock

- Dock is located at 5A Wildwood Ave; looks like expansion was done last year.
- A complaint was made thus Con Com needs to follow-up; contact owner and have them file an NOI.
- An Enforcement Order may need to be issued if no response to this request; CS will draft a letter.

10:00PM Pending Concerns/Active/Denise's items

- 142 North St – upcoming court date; DS will look into status.

Approvals/sign-offs

- Motion to extend OOC for Maple Ave Landfill Site for 3 years (Nov. 6, 2014) – 2nd; Approved.
- Motion to issue determinations for 1 Juniper Rd and 10 Glen Ave – 2nd; Approved.
- Motion to issue & sign determination for 38 Florence Cir – 2nd; Approved.

10:20PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Meeting Minutes -- **Wednesday 11/9/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Sandy Lajoie, Scott Heim, Tom Jango, and Alan Miano

Meeting Timeline:

7:40PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 10/27/11 – 11/9/11 (attached).
- Discussion with Blythe Robinson re: Southboro Rd water level & beaver dams.

8:00PM 216 East St - RDA Orland & Jennifer Campbell

- Addition to existing home; 80' from the edge of the river (Mill River is the property line).
- Excavation material will be removed from the site thus erosion controls are not needed.
- Excavation equipment will be from the driveway side of property.
- No tree removal; work is on existing lawn area.
- Hearing is closed.

8:05PM General/Pending/Active

Meeting Minutes

- Motion to approve minutes from 10/26 – 2nd & approved.

Website

- AM continuing clean up and update of website; If anyone has any links let him know.

Land Stewardship Committee

- Issue with land that National Grid owns and bridge & trail work. Scout will need to get liability insurance.

Continued discussion on Beavers Blythe Robinson, Town Manager

- Beaver activity at several other locations: Hartford Ave S; and Fowler St @ Mechanic St. Need for additional trapping and breaching of the dams will require the issuance of an Emergency Order.
- **Fowler St site** - TJ has offered to manage by trapping and removing beavers. He will trap if the Town pays for the traps (probably need a dozen) and pays for the permit (10 day permit).
- MP noted that this is a wood turtle habitat.
- Town will breach the dam then TJ will begin trapping; short term solution.
- Possible long term solution would be to install pond levelers however there may be too much water in this area for them to be effective. Will investigate.
- Motion made to issue an Emergency Order due to road and public safety concerns - 2nd and approved (4-Yes, 2-No and 1-Abstention). Order will be dated 11/16/11 and will be good for 30 days.
- **Hartford Ave S site** – short term solution to trap & breach the dam. Will need to bring in another trapper as TJ would be able to do this site too.
- Long term solution would be to install pond levelers – will investigate.
- Motion made to issue an Emergency Order due to road and public safety concerns – 2nd and approved (4-Yes, 2-No and 1-Abstention). Order will be dated 11/14/11 and will be good for 30 days.
- **Southboro Rd site** – some additional ideas: raise the beaver pipes to stop water from draining; may need to add another pipe and build a cage around for short term. Need to investigate pond leveler for this site as the deceivers are not working.
- TJ will contact Beaver Solutions about pipe & cage and find out cost of materials and installation. Motion was made to authorize TJ to hire him if cost is \$500 or less. – 2nd and approved.
- Ltr to State (DCR) will include a map of the Southboro Rd area; need to revise language as to additional steps the Town is taking; language for permanent/long-term solution must be included; also language for funding from the State; cc Rep Peterson. Town Manger is willing to co-sign w/ Con Com.

9:00PM **144 Chestnut St – RDA** **Grant Mackenzie**
PH opened but applicant did not show. Hearing continued to Dec. 14 @ 8:10 pm.

9:01PM 79 MechanicSt – RDA Steve Deluca
PH opened but applicant did not show. Hearing continued to Dec. 14 @ 7:50 pm.

SWF

- MP announced that we have received the signed MOU.

Finances

- Current vouchers signed.
- Article on upcoming STM 11/15 to move money that was put in the wrong account.

Approvals/sign-offs

- Motion to issue full COC for Lot 2 - 250 North St – 2nd & approved.
- Motion to issue partial for Lot 4 – 262 North St -2nd & approved.
- Ltr was sent to 8 Oak Dr asking to contact Con Com by 11/9/11. Have not heard from them. Motion was made to issue an enforcement order – 2nd & approved.
- Motion to issue a Negative Determination for 216 East St – 2nd & approved.

Reminder: No meeting Wed, Nov 23, 2011 due to the Thanksgiving Holiday.

10:00PM Meeting Adjourned

Minutes approved on _____

**Conservation Commission
11/29/11 Meeting Minutes**

Members Present: Sandy Lajoie, Mike Penko, Scott Heim, Alan Miano, Chris Scott,
Marcella Stasa

Public Present: Ellen Arnold, Morgan from Milford Daily News, Joan Shanahan

7:00pm Beaver management and NHESP meeting was reviewed.
1 ft with 6"/wk to start
Measure depths in the fall and spring and summer

Southboro Road Short-term and long-term plans were discussed.
DPW needs the water level 24" below the road grade, now at 20"
Sandbags and coffer dams are needed during culvert repair
Trapping permit with BOH-check with Blythe to see the duration
Trap out once water is lowered to final elevation
Can tolerate beaver activity eventually
Trash rack versus trapezoidal fence-evaluate later
Short-Term-#1 Pond leveler-approximate location of the outlet
Invert of the pipe-no lower than 1.5 over 2 wks
\$1280 and \$240 for yearly maintenance plan
#2 Trapezoidal fence
\$1075/1 plus \$240 maintenance plan
#3 lower pipes on the Northern Bog
\$150

Northern Bog-flow out of pipes affecting bridge and usability of the area
Beavers spread-Dean Pond and across Westboro Rd behind the Thompson
property

Spring-DCR regarding CCC Way
Erosion is adding silt to bog

Call Beaver Solutions/email to start work asap
Emergency certificate signed.

Contact Blythe and Finance Committee about additional \$1500 needed

Long-term-Amended NOI

Fowler St.-trapping
Hartford Ave South-BOH trapping
Pleasant St-trapping

General RDA for breaching dams in town-no.

Finances-

What we have, what we need, when we need it

Finalize letter

8:00 pm Adjourned

Respectfully submitted,
Chris Scott

Meeting Minutes

To: Members of Upton Conservation Commission
cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Meeting Minutes -- **Wednesday 12/14/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Scott Heim, Tom Jango, and Alan Miano

Meeting Timeline:

7:40PM Agent's report

Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 11/10 – 12/14/11 (attached).

7:50PM 79 Mechanic St - RDA

Steve Deluca

- Addition to existing barn; erosion controls were done; seeding has been done and grass is growing.
- Hearing closed.
- Negative Determination will be issued.

7:55PM Continued Selby's report

8:10PM 144 Chestnut St RDA

Grant Mackenzie

- Demolish existing fire-damaged house; installing a new foundation w/ a basement and adding a second story on the existing footprint.
- Demo has been done but nothing further at this time.
- Erosion controls need to be shored up w/ hay bales.
- Hearing closed.
- Negative Determination will be issued.

8:15PM 5 Barbara's Path RDA

Matthew Mastroianni

- Cutting trees and installation of in-ground pool & shed.
- Some of the excavated materials will be used to fill a low spot in the existing lawn.
- Erosion controls will be installed.
- Hearing closed.
- Negative Determination will be issued.

8:25PM Well Field No. 3 (off West River St) NOI

G. Devine and R. Cain/Tata & Howard

- Well Field expected to pump 500,000 gal/day;
- Pump station will be 28' x 38', located about 1300 feet off the street; will have a 12' wide gravel access road, only impervious surface will be an area next to the pump station for trucks.
- Erosion controls including socks & silt fences will be used.
- Storm water mitigation measures.
- NHESP has been filed; no response as yet (no DEP # issued yet).
- Pump station will have an 8' chain link fence around as required for security. Will need a max of 6" ground clearance to allow turtles to get in and out w/ trapping or blocking them.
- There will be a generator on site.
- Abutter's from across the street asked questions re: location of the vernal pool – will it be impacted by this project? Noise concerns; safety of chemicals; endangered species.
- Limit of the work is extensive due to the construction trucks that will need to access; A turtle sweep will be done prior to trucks and equipment driving on site.
- Pump testing – how will discharge of water be handled? Details will be provided.
- Hearing continued to 12/28 @ 8:00 PM; waiting for DEP # and NHESP letter.

8:50PM Water Main Installation (West River St) NOI G. Devine and R. Cain/Tata & Howard

- Running about 4,000 feet of ductile iron pipe from Riverbend Rd down West River St; water main will be exposed at bridge and will be suspended under the bridge and will be insulated.
- Main will exit West River St and be run along the cart path (2200') to the pump station; easement through Afonso & Richard properties.
- Access road will be a porous material which eliminates the need for catch basins and drains; allows for natural drainage & flow of water.
- There will be 5 culverts along West River St.
- Hearing continued to 12/28 @ 8:10 PM; waiting on DEP #.

9:15PM General/Pending/Active

Approvals/sign-offs

- 79 Mechanic St – motion to issue & sign Negative Determination – 2nd & approved.
- 144 Chestnut St – motion to issue & sign Negative Determination – 2nd & approved.
- 5 Barbara's Path – motion to issue & sign Negative Determination – 2nd & approved.

Meeting Minutes

- Motion to approve & sign minutes from 11/9 – 2nd & approved.

Open Space Committee

- 84 Grove St has submitted written notice to remove approx. 6 acres from Chapter 61A; reviewed draft letter to the BOS to say that the land would be nice for the town to own but the OSC will not pursue.
- Motion to accept letter w/ minor amendment – 2nd & approved; CS will sign and send to Town Manager.
- SWF owner looking to create a new lot for just the farmhouse (ANR lot) so that the farm stand lot will be the “owner” of the CR land; the lot for the farmhouse will not affect or change the CR; lot will be carved out so as to be entirely outside the CR.

Land Stewardship Committee

- Need money for SWF parking area to grade and put down thin layer of gravel; also for some “temporary” fencing & signs to keep people on the trails and not private property.
- Motion made to allow MS to spend up to \$500 from the land maintenance fund – 2nd & approved.
- Forest Management Policy discussion set for 1/11/12 meeting from 8 – 9 pm.
- Boy Scout troop has requested to have an overnight camping trip @ Peppercorn Hill property.

Finances

- Current vouchers signed.

Beaver Management

- Need to inform BOH of any expenditure from the Beaver Account; This is a joint account that may need a joint vote for any expenditure over \$500.00. CS will draft a written agreement.
- Request has been made of the Finance Committee for additional funds to cover the unanticipated expenses; Fin Com recommendation is to increase this item in next year's budget.
- Need to look at other sites that are having beaver activity (such as Old Grafton Rd).

Other

- 5 Miscoe Hill Rd still have not filed; nothing further done.
- 8 Oak Dr?

Next meeting Wed, December 28, 2011

10:10PM Meeting Adjourned

Minutes approved on _____

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Meeting Minutes

To: Members of Upton Conservation Commission
cc: Upton Town Clerk
From: Denise Smith, Administrative Assistant
Re: Meeting Minutes -- **Wednesday 12/28/11**

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Scott Heim, Tom Jango, and Alan Miano

Meeting Timeline:

7:40PM Agent's report Matt "Selby" Selby

- Reviewed site visits and activities submitted in report dated 12/15 – 12/28/11.

7:45PM 18 North St - RDA Bill Young/Glen Barrows

- Replace drainpipe under driveway; existing pipe is from 1959; water is backing up and coming over the driveway.
- Looking to increase the side slopes and add rip rap; also clean out the "fire pond" of the gravel that has been washed into it. Extend the existing area of pipe from 18' to 24' to allow more area on the down stream side; Will allow for a pipe of up to 24"-diameter and no more than 24'-length.
- Selby will make a site visit to review the area to minimize disturbance; use of silt fence and filter fabric will be required.
- Hearing closed.
- Negative Determination will be issued.

8:05PM West River St – discussion of new house lot David Hunter

- Building a new house; plans briefly reviewed and Commission determined an RDA is needed and will also need to follow Town Wetland Bylaw.

8:15PM

- Hearing for the Well Field No. 3 (off West River St) NOI continued to 1/11/12 @ 7:50 pm.
- Hearing for the Water Main Installation (West River St) NOI continued to 1/11/12 @ 8:00 pm.

9:15PM General/Pending/Active

Meeting Minutes

- Motion to approve & sign minutes from 12/14 – 2nd & approved.
- Motion to approve & sign minutes from 11/29 – 2nd & approved.

Southboro Rd/Beaver activity

- Concerns about pond level & pipes? Site visit needed.
- Still need to have trail area cleared of debris that was left from previous work.
- Water flow on road is still occurring.
- Invite Larry Bombara & Blythe Robinson to 1/11/12 meeting to discuss what the DPW is looking to do.
- Ellen Arnold inquired about repairing the trail access that was damaged by water.
- Reviewed draft letter to be sent to the State re: the on-going activity that the Town has been doing to deal with the beavers.

Upton State Forest Land (off Pleasant St)

- Ellen Arnold raised issues about the USF land that abuts Nipmuc HS & DPW property off Pleasant St. Concerns that trees have been knocked over beyond the existing trail maintenance area. Consider this a Park Watch issue.
- Con Com issue – bridge has been built over wetland/bog area; work done fairly recently; not sure if this is on Town land or USF land
- Special Use Permits need to be filed for any activity on USF land.
- Ellen is making a site visit w/ a Park Ranger and will determine if State or Town land is involved. Ellen will update Con Com re: the wetland crossing.

Website

- AM will update Fee Schedule.

Open Space Committee

- Resident has approached committee about building a bike trail from Nipmuc HS to Mendon (Miscoe Hill school). Possible access along the West River.
- OSC will assist in looking at public land and w/ mapping.

Land Stewardship Committee

- Working on east side of SWF to install fencing and do some clearing/cleaning; still working on parking area & grading issue.

Finances

- Current vouchers signed.
- Discussion of FY13 budget; need to increase budget amounts for various funds including Land Stewardship, Open Space and Beaver Management fund.
- Discussion of increasing fees.

Other

- Letter for owners of property concerning the dock on Lake Wildwood.
- CS working on draft of Annual Report (due 1/10/12).
- Motion to sign Determination for 18 North St – 2nd & approved.

10:25PM Meeting Adjourned

Minutes approved on _____

