

Holliston Conservation Commission

Meeting Minutes

Town Hall- Meeting Room #014

December 12, 2017

7:00 PM

Present: Chris Bajdek, Chair, Rebecca Weissman, Vice Chair, Jennifer Buttaro, Shaw Lively, Blake M. Mensing, Ann Marie Pilch, Allen Rutberg, Commissioners; Utah Nickel, Associate Commissioner
Charles Katuska, Acting Conservation Agent

Chris Bajdek, Chair, opened the meeting at 7:00 PM. Allen Rutberg arrives at 7:20 PM.

Staffing Interviews . Conservation Assistant

- Kristin Stearley, Amber Ahronian, Ryan Clapp (Kristen DiNale had withdrawn her name from consideration prior to tonight's meeting.)
- The Commission interviewed each applicant for approximately 20 minutes, General questions focused on office skills and experience, public services, client contact, and experience in a cooperative work environment. Specific questions regarding wetlands regulation, general regulatory experience and municipal service were also asked.
- Each candidate was given the opportunity to ask questions of the Commission.

PUBLIC HEARINGS/PUBLIC MEETINGS

New Public Hearing – Notice of Intent DEP File #185-835: 40 Bullard Street (Assessors Map 9-1-27) proposed addition to existing single-family home . Carol Wilson, Owner

- Matthew Marro, Marro Environmental Consulting, appears for the project. Carol Wilson, Owner, also in attendance.
- Mr. Katuska read the legal notice advertised in the *MetroWest Daily News* on December 5, 2017.
- Mr. Marro presented the project; a 12x31 2-story addition to the existing home at 40 Bullard Street. All work proposed in existing grassed or graveled rear yard areas closely associated with the existing structure. No work proposed within 50' of bordering vegetated wetlands located south & southeast of the existing house. All work is located in 100' buffer zone, as is the existing house. Erosion control barrier included on plan. All project access to be from existing paved driveway. No earth products expected to be stockpiled on site during construction.
- Mr. Katuska reported on his field inspection, noting that wetland flags #4 and #5 should be moved approximately 15' up gradient to properly bound the limit of bordering vegetated wetlands onsite. Discussion regarding erosion control barrier vs. limit of work+barrier onsite; project to use an erosion control barrier of silt fence backed by staked hay bales where necessary and 4' tall orange snow fencing+where otherwise appropriate as a limit of work+barrier. Mr. Marro agrees to provide revised plan.

Ms. Pilch made a motion to close the public hearing for DEP File #185-835. Seconded by Allen Rutberg, voted unanimously (7-0).

- Mr. Katuska presented a draft Order of Conditions approving the project with 46 special conditions of approval. Draft Order reviewed with applicant and representative, no objections. Mr. Marro agrees to provide revised plan prior to issuance of the Order of Conditions.

Ms. Pilch made a motion to issue the Order of Conditions, as drafted and agreed upon, for DEP File 185-835, 40 Bullard Street. Ms. Weissman seconded the motion. Unanimous. (7-0-0).

Continued Public Hearing – Abbreviated Notice of Resource Area Delineation DEP File # 185-830: 185 Cedar Street (Assessors Map 14-3-1) proposed wetland delineation . Joyce Hastings, GLM, Inc representing David Adams, Indian Ridge Realty Trust

- A revised wetland delineation plan, prepared by GLM Engineering Associates, Inc. and dated December 12, 2017 has been submitted to the Commission and forwarded to Arthur Allen of EcoTec, Inc., the Commission's peer review consultant for the delineation review.
- Mr. Katuska provided a verbal review of the revised plan and noted three specific concerns as emailed to Joyce Hastings, GLM, earlier today.
- By email earlier today, Ms. Hastings said the revised wetland delineation plan is expected to be field reviewed to the peer review consultant next week and asked to continue the hearing to the next meeting.

Ms. Pilch made a motion to continue the hearing for 185 Cedar Street until the January 2, 2018 meeting. Mr. Nickel seconded the motion. Unanimous. (6-0-0).

Discussion: Review of Staffing Applications

- Following discussions, Mr. Katuska is directed to check references for Kristen Stearley.

Ms. Pilch made a motion to the effect that, subject to satisfactory references, the Commission votes to recommend Ms. Kristen Stearley to the Board of Selectmen for consideration as Holliston Conservation Assistant. Mr. Mensing seconded the motion. Motion passes (6-0-1), with Dr. Rutberg abstaining).

- Mr. Katuska is directed to communicate said vote to M. Jeff Ritter, Town Administrator, and to pursue such additional information or process as necessary to support Ms. Stearley's candidacy for the Conservation Assistant position.

Discussion: Commission Officers

- After discussion of various constraints on available time, the Commission determines that no adjustments to the current slate of Commission Officers are necessary.

Discussion: Highlands at Holliston Conservation Restriction

- No progress to report. Awaiting engineered plan showing design of necessary rip-rap swale.

Request for Extension of Determination of Applicability: #D-535, 55 Whitney Street, Arnold Johnson, Owner

- Determination of Applicability D-535, approving the construction of a logging day facility on the site, subject to 4 special conditions, was issued in 2014. Insofar as the Determination has expired prior to completion of work performed, the Applicant has requested a 1-year extension to #D-535.
- Mr. Katuska offers a draft 1-yr. Extension, in the form of a letter to Mr. Johnson, noting that there is no formal mechanism for extension of a Determination of Applicability under either the MA Wetlands Protection Act or the Holliston Wetlands Protection Bylaw.

Dr. Rutberg made a motion to issue a letter describing a 1-year Extension to the Determination of Applicability, #D-535, 55 Whitney Street, as drafted. Mr. Lively seconded the motion. Unanimous. (7-0-0).

Vote on 11/28/17 Draft Meeting Minutes

- Commissioners offer corrections/comments as necessary.

Ms. Pilch made a motion to approve the Meeting Minutes of November 28, 2017, with edits and corrections as offered. Mr. Mensing seconded the motion. Motion passes (6-0-1), with Ms. Pilch abstaining.

Staffing Interviews . Conservation Agent

- Kathryn Tavares, Stephanie Slonka-Roy
- The Commission interviewed each applicant for approximately 30 minutes, General questions focused on office skills and experience, public services, client contact, and experience in a cooperative work environment. Specific questions regarding wetlands regulation, general regulatory experience and municipal service were also asked.
- Each candidate was given the opportunity to ask questions of the Commission.
- Invited candidate Andrew Gorman has withdrawn his name from consideration.
- Invited candidate David Henkels is undergoing emergency surgery on 12/14 and requests, if possible, the Commission's consideration in rescheduling the offered interview.

Staffing Discussions . Conservation Agent

- Following discussion, Mr. Katuska is directed to confer with the Town Administrator's office to determine if Mr. Ryan Clapp's application for Conservation Assistant allows him to be considered for the Conservation Agent position without compromising the hiring process.
- Mr. Katuska is directed to schedule and post a Special Meeting for next Wednesday, December 20, 2017, for the purpose of interviewing Mr. David Henkels and, if feasible without complications, re-interviewing Mr. Ryan Clapp for consideration of the Conservation Agent position.

Mr. Lively made a motion to adjourn the meeting at 10:00 PM. Dr. Rutberg seconded the motion. Unanimous. (7-0-0).