

## **Holliston Conservation Commission**

**APPROVED Meeting Minutes**  
Town Hall – Meeting Room #014

April 10, 2012  
7:30 PM

Present: Geoffrey Zeamer, Chair; Ann Marie Pilch, Vice-Chair; Chris Bajdek, Fred Carnes, Richard Maccagnano, Allen Rutberg, Commissioners

Charles Katuska, Conservation Agent  
Sheri O'Brien, Conservation Assistant

**Mr. Zeamer opened the meeting at 7:31 PM.**

### **Interview for Conservation Commissioner Vacancy**

Five candidates, Milton Cohen, Minnie Gupta, Jim McGrath, Philip Porter, and Rebecca Weissman, were interviewed for the Commission vacancy on March 27, 2012. Mr. Lively is being interviewed this evening and he is the last candidate to be interviewed before a decision is made.

### **Shaw Lively**

Mr. Lively has been in town about 18 years. He will be an “empty nester” soon and would like to give back to the community. He lives on Sabina Drive with property on Lake Winthrop. One of his greatest interests is in the lake. He has an Ecology/Biology degree. He loves the outdoors and uses the town resources for recreation. He has an MBA and works with intellectual capital exchange and IT transformation groups to assess how systems work and how to improve them. His interest is in the Conservation process and the public interaction. He worked in NY for the Tioga County Soil District, an adjunct to the USDA Soil Conservation Service. He was Executive Director for a community nature center. He is available during the day since he has a home office. He is away about 4 days per month on business, but would do his best to be available on Tuesday evenings.

## **General Business**

### **Agent's Report**

An Agent's Report was not presented tonight. The following was discussed:

### **Review/Discuss Mail**

The mail was reviewed.

**Discussion RE: Potential Violation at 109 Woodland Street - Paul Hurd**

There was a piece of equipment in the backyard and the soil disturbance was due to two large gardens being rototilled under. The contractor said that he would seed the area within two weeks. If it is seeded and stabilized in two weeks, then there won't be an issue.

**Discussion RE: Potential Violation at 1075 Highland Street - Michael Clarke**

The Agent issued a Notice of Potential Violation to Mr. Clarke on April 4, 2012. Mr. Katuska delineated the wetlands near the work area and he will meet with Mr. Clarke tomorrow to review a plan to identify his intentions and stabilizing the disturbed areas.

**Discussion RE: Lake Winthrop Restoration - CPC Grant Application**

Mr. Katuska, Ms. O'Brien, and Kristen Hedrick (Parks & Rec representative) met with the Community Preservation Committee last night to present the grant application for the initial studies required to determine what further action needs to be completed to restore Lake Winthrop. Mr. Bajdek, the ConCom Liaison, informed us that the ConCom's grant request for \$17,000 was approved at the meeting last night. After discussion with a consultant Lake Manager, this was reduced from the original \$28,000 requested. Some of the sampling will be performed by the ConCom staff to save money. The CPC recommended that the Agent go to the Town Meeting to educate the residents about the lake's issues. The Commission suggested that Mr. Katuska put together an outline for a town meeting presentation so that the ConCom can review it.

**8:00 PM - Public Meetings & Hearings**

**Continued Public Hearing - Notice of Intent for DEP File # 185-730: 35 and 41 Pleasant Street identified as, Holliston Assessors Map 8E, Block 4, Lots 17 and 18, respectively, proposal to alleviate flooding by improving stormwater drainage and removing vegetation, Tom Smith/Holliston Highway Department**

A sign-off letter has not been received from the NHESP; therefore, the hearing needs to be continued.

**Ms. Pilch made a motion to continue the hearing for DEP #185-730, 31 & 45 Pleasant Street to April 24, 2012. Dr. Rutberg seconded the motion. Unanimous.**

**\*\*New Public Hearing - Notice of Intent for DEP File # 185-TBD: 244 Rolling Meadow Drive, identified as Holliston Assessors Map 5, Block 5, Lot 17, proposal to install an inground pool, concrete apron, retaining wall, and associated grading, Paul DeSimone/Colonial Engineering, Inc. representing Thomas Ryan**

Mr. Katuska read the legal notice published in the *MetroWest Daily News* on April 4, 2012. Mr. DeSimone from Colonial Engineering presented plans for a pool in Mr. Ryan's backyard. The pool is proposed to be in the previously disturbed backyard. The wetlands are along the Medway town line and the owner's property line. No work is proposed in Medway, so a filing is not necessary in Medway. The backyard is significantly elevated and it drops off considerably

**APPROVED Conservation Commission Minutes 04-10-12**

**Issued by: Sheri D. O'Brien**

**Approved by Commission: 04-24-12**

**Page 2 of 6**

to the wetlands. Since the gradient is steep, haybales and silt fence will be necessary for erosion controls.

The Chairman pointed out that the town bylaws have a 50' no-touch buffer zone. Mr. DeSimone explained that it will be built entirely in the previously disturbed area. The Commission would like to know where the pool will be drained and what type of filtration system will be used. Mr. Ryan explained that they will be using a salt water pool, so that there won't be any discharge.

The Commission explained that according to the Bylaw, there can be NO impact if the pool is within the 50' buffer zone. The Commission wants to see if more work can be moved out of the 50' buffer zone. Mr. Maccagnano explained that this is not a "hardship" case. The discharge characteristics and filtration system need to be explained. The stockpile area and access way need to be shown on the plan. The Commission would also like to see the original As-Built plans for the wetlands off of the original subdivision plan.

No DEP File number has been issued at this time.

**Ms. Pilch made a motion to continue the hearing for DEP #185-TBD, 244 Rolling Meadow Drive to April 24, 2012. Dr. Rutberg seconded the motion. Unanimous.**

**\*\*New Public Hearing - Notice of Intent for DEP File # 185-731: 90-100 Central Street, identified as Holliston Assessors Map 8F, Block 3, Lot 23,** proposal for the addition of a second story on the existing building, additions on the front and rear of the building, drainage modifications, stripping and repaving of the parking lot, and stripping pavement to add landscaping, *Joyce Hastings/GLM Engineering, Inc.* representing *Daniel Nissi/MetroWest Realty Group*

Mr. Katuska read the legal notice published in the MetroWest Daily News on April 4, 2012. Ms. Hastings presented plans for renovations for 90-100 Central Street Plaza. Mr. Nissi, Mr. Barbieri, attorney for the client, and Tom Chipman, contractor, were present. An second story addition is proposed along with new front and rear additions for egress. The site is entirely paved, except for a small portion on the north side of the building. A section of pavement on the south side of the building will be stripped out and landscaped. Plantings have not been determined yet, but a planting plan will be presented when this is determined.

Ms. Hastings presented a letter from Rob Truax dated 3/19/12 (sic - erroneously dated) in response to Mr. Katuska's comments provided in an e-mail dated 3/30/12. The response was discussed. The Agent sent a second e-mail dated 4/10/12 and Ms. Hastings explained that GLM will need additional time to respond to these new comments.

There is a large area of knotweed between the parking lot on Charles Street and the Winthrop Canal.

The septic system will not need to be changed with the addition of the second floor. The second floor is intended to be used for offices.

Parking lot run-off was the Commission's largest concern. The parking lot on Charles St/Fruit St is mainly for the tenants of the Fruit Street building. The Chairman would like **APPROVED Conservation Commission Minutes 04-10-12**

**Issued by: Sheri D. O'Brien**

**Approved by Commission: 04-24-12**

**Page 3 of 6**

run-off from the Charles Street parking lot to be improved from the current sheet run-off into the canal. Also, the roof top run-off should be improved.

A formal stormwater management report needs to be submitted. It is not sufficient to state that that none of the stormwater volume will change. The calculations need to be shown.

**Ms. Pilch made a motion to continue the hearing for DEP #185-731, 90-100 Central Street to April 24, 2012. Dr. Rutberg seconded the motion. Unanimous.**

**Continued Public Hearing - Notice of Intent for DEP File # 185-725: Lot 28R, Kingsbury Drive, identified as Holliston Assessors Map 5, Block 3, Lot 55.5,** proposal to construct a single-family house, including the installation of a septic system, driveway, utilities, and associated grading and site work, *Joyce Hastings/GLM Engineering, Inc.* representing *Louis Petrozzi/Wall Street Development Corporation*

**Continued Public Hearing - Notice of Intent for DEP File # 185-726: Lot 27R, Kingsbury Drive, identified as Holliston Assessors Map 5, Block 3, Lot 55.4,** proposal to create and grade a lawn area, *Joyce Hastings/GLM Engineering, Inc.* representing *Louis Petrozzi/Wall Street Development Corporation*

At the last meeting, the above hearings were combined. The original wetland delineation was re-flagged since the last meeting. The Agent requested that a single flag be added in an area where he found hydric soils. The trees were cleared when the subdivision was first built.

The houses have been kept out of the 100' no-touch vernal pool buffer zone that was previously enforced. A precedent was set for this neighborhood when the original Order was issued using a 100' no-touch buffer zone for vernal pools.

Ms. Hastings will add the flag, stockpile and access way locations to the plan.

**Ms. Pilch made a motion to close the hearing contingent upon the additions to the plans for DEP #185-725, Lot 28R, Kingsbury Drive and DEP #185-726, Lot 27R, Kingsbury Drive to April 24, 2012. Dr. Rutberg seconded the motion. Unanimous.**

### **General Business Continued**

#### **Discussion RE: Adams Street Parking Lot & Driveway - Completion of Driveway by Barrows Contracting**

Ms. Pilch made a site visit to look at the current status of the driveway to the Adams Street Parking lot. She didn't believe that adding more dense grade gravel will help the driveway. The surface held up reasonably well over the winter.

Boulders could be added as a barrier to the right of the large boulder (which is to the right of the driveway) to stop traffic from driving where they aren't supposed to so that there will be more parking spaces. There are also several boulders that rolled down the hill to the right of the driveway. The Commission would like to see these neatened up, possibly lining the driveway.

**APPROVED Conservation Commission Minutes 04-10-12**

**Issued by: Sheri D. O'Brien**

**Approved by Commission: 04-24-12**

**Page 4 of 6**

Mr. Carnes will look at the boulder situation tomorrow to determine what it will take to move the boulders. Mr. Katuska will get a plan of the parking lot to determine where the boulders will be placed. He will also take photos of the parking lot and get a boulder count. Mr. Katuska will get a few bids on boulder moving.

Ms. Pilch brought it to the Commission's attention that a Trustees of Reservations Conservation Restriction still needs to be written for the Adams Street Conservation Land. Therefore, Ms. Pilch would like to know if the Commission would like the CR to include the possibility for future uses, such as a Nature Center or other building and other future activities, such as any type of forestry.

The Chairman asked that the staff put together a policy/procedure regarding parking areas in Conservation Land.

### **Review of Economic Development Committee Comments RE: ConCom**

The comments regarding the Conservation Commission were discussed. The Commission agreed that a document should be put together regarding how the ConCom permit process works, e.g, a flow chart. The hope is that this could someday be part of a town-wide permit process guide similar to the Hopkinton Business Guide: A Guide to Permits & Licenses. The Commission's goal is to work with people to develop approvable projects so that the projects comply with the state and local regulations.

The Massachusetts Association of Conservation Commissioners (MACC) Handbook specifically states that having ConCom members on other boards is helpful so that there is better communication between the boards. The Agent will get a copy of the information for the next meeting.

The Chairman asked the Agent to make a list of all of the things that the ConCom is already doing to help the permit process go more smoothly. The residents and businesses should be treated the same and businesses should not be given preference over residents. Mr. Katuska will send a draft of comments to the Commission for review before the next Selectmen's meeting on April 23<sup>rd</sup>.

### **Review of Conservation Commissioner Candidates**

The Commission discussed the candidates for the Commissioner vacancy. The addition of a position of Associate Commissioner was discussed along with different roles for the Associate, such as Liaison to the Conservation Associates, Open Space Management, and Trails Committee.

**Ms. Pilch made a motion to recommend Rebecca Weismann to the Selectmen for the position of Conservation Commissioner subject to her agreement. Dr. Rutberg seconded the motion. Unanimous.**

Mr. Zeamer will call Ms. Weismann tomorrow to offer her the position.

**Vote on Approval of ConCom Meeting Minutes from 3/27/12**

**Ms. Pilch made a motion to approve the ConCom meeting minutes as amended from March 27, 2012. Dr. Rutberg seconded the motion. Unanimous.**

**At 10:30 PM, Dr. Rutberg made a motion to adjourn the meeting. Mr. Maccagnano seconded the motion. Unanimous.**

The next Conservation Commission meeting will be Tuesday, April 24, 2012.