



TOWN OF BRIMFIELD	Salisbury Annex Bld.
CONSERVATION COMMISSION	23 Main Street
COMMONWEALTH OF MASSACHUSETTS	Brimfield, MA 01010

**BRIMFIELD CONSERVATION COMMISSION
ADMINISTRATIVE MEETING MINUTES
WEDNESDAY January 30, 2013 @ 7:00 PM**

Members Present: Ian Lynch (Chair), Matt Toth, Joe Collins, Joey Resseguie, Angela Panaccione (Admin)

Members Absent: Roger deBruyn, Steve Phifer

Meeting Opens: 7:00 PM – Ian Lynch

Administrative Matters: Special Orders of Conditions

Angela Panaccione revised the current set of Brimfield's Special Orders of Conditions. Instead of a general list, Angela divided it into for separate sections: General Conditions, Prior to Construction, During Construction and Perpetual Conditions. They were developed from a review of the special conditions provided by Mark Stinson, MACC and a review of standard conditions other towns use. Matt Toth revised the list for this meeting and checked them against the DEP standard orders of Conditions. Matt also provided a brief description and/or keywords for each condition (ex: driveways, erosion controls, trash & debris, restoration, ect).

Administrative Matters: Bylaws

The commission reviewed and discussed the non-zoning wetlands bylaws. Areas of specific discussion included adopting fees and a method of enforcement.

Motion made by Joe Resseguie to send the Bylaws to the Selectboard and Bylaw Committee for review

Motion seconded by Joe Collins

No further discussion – vote taken – 4yes 0 no 0 abstain – Motion Carries

Administrative Matters: Budget Proposal

The Commission reviews and discussed the proposal for the finance committee for an increase in hours. The proposal targets key areas including: New Position, New Responsibilities, Permitting, Enforcement, Monitoring, Compliance, Open Space Planning and Land Acquisition, Education and Outreach on Environmental Issues, Internship Program, Wetlands By-laws, and 2010/2012 Changes to WPA and other Land Use Laws. The major change that has required an increase in hours is the DEP's new policy of no longer commenting on NOI submitted. Unless an NOI targets a certain threshold (such as 401 or 404 water quality certification), the application will only be assessed on its completeness; not content. This requires local con coms to thoroughly review all fillings. In the past, BCC has relied heavily on DEP comments for review.

Motion made by Joe Resseguie to send a budget request to the Finance Committee, requesting an increase of 20 hours/week, for a total of 30 hours/week \$24, 960 annually, for the position of conservation Administrator.

Motion seconded by Joe Collins

No further discussion – vote taken – 4yes 0 no 0 abstain – Motion Carries

Meeting adjourned 8:43 PM

Motion made by Matt Toth to adjourn at 8:43 PM

Motion was seconded by Joe Collins

No further discussion – vote taken – 4 yes 0 no 0 abstain – Motion Carries

Sincerely Submitted

Angela Panaccione, BCC Administrator