

# Bare Hill Pond Watershed Management Committee

## MEETING NOTES

Date: September 26, 2011, 7:30pm  
Place: Hildreth House

Members Present: Robert Blanck, Mark Hardy (Vice Chair), Deb Pierce, Tom Gormley, Paul Wood, Caroline Hart

Associate Members Present: Peter von Losecke, Morey Kraus, Jeff Ritter

Others Present: Jaye Waldron (Cons Comm), Bill Johnson (BoS), John Lee (Parks & Rec), Joe Hutchinson (Master Plan Committee)

A quorum being present, the meeting was called to order at 7:30 PM by Mr. Hardy.

### Secretary's Report – Mr. Gormley

1. Motion to approve Minutes from our June 27, 2011. The vote was unanimous in favor.

### Committee Personnel Discussion

1. *Motion to Approve* the appointment of Peter von Losecke as Treasurer of the Pond Committee. The vote was unanimous in favor.
2. *Motion to approve* the appointment Caroline Hart as our new student committee member.

### Treasurer's Report - Mr. von Losecke

01490	Annual budget of \$33,500		\$ 29,876.17
01489	CPC grant of \$79,000		\$ 79,000.00
27023	State reimbursement fund		\$103,482.19
26612	Gift account		\$ 225.30
	<b>Total</b>		\$212,583.66

### Parks & Recreation

John Lee from Parks and Rec joined us for a discussion of coordination between our committees' activities.

1. Parks & Rec is currently not copied on our annual NOI for the drawdown, and should be. Mr. Lee will ask Liz Allard to put him on the list.
2. Parks & Rec needs the drawdown schedule to plan fall fishing tournaments. We will send to Mr. Lee.
3. Does Parks & Rec web site include info to educate and inform those who bring their boats to our pond about the need to clean off their boats before entering (to avoid bringing in invasive species)? Mr. Lee doesn't think so, but suggested that the beach representatives

who are there collecting fees could be educated to do this. We agreed to send Mr. Lee instructions for how to convey this information. We asked if Parks & Rec would also be OK with larger signage about this requirement. Mr. Lee indicated that should be fine.

#### Master Planning Committee

Joe Hutchinson, Chair of this town committee, joined us on Mr. Leicher's request, to ask for help, participation, and collaboration in master planning activities.

1. The MP committee is waiting on bids (8 bidders so far) before bringing on a consultant, to help with the next 10-year master plan update. The last one was in 2002.
2. We asked whether Mr. Hutchinson has inquired in other nearby towns that have ponds, how they integrate and align master planning with pond management and usage. He has spoken with Groton, Lancaster, Acton Boxborough so far about this.
3. Pond management activities fit in the master planning category of land use. We suggested "working focus groups" to include Parks & Rec and Conservation Commission, which would need to be posted only if there is a quorum of those committees or the group would be delivering policy.

#### Conservation Commission Meeting

1. Mr. Hardy and Wendy Gendron attended the meeting on September 1 and said it went very well. Some members of the Commission are more comfortable than they were before we starting meeting with them with Ms. Gendron.
2. Cons Comm approved the drawdown plans for this fall, up to 7 feet as requested.
3. Cons Comm requested that we also look into additional monitoring of incoming water sources to the pond, to the extent feasible.

#### Stormwater Project

1. Mr. Leicher said Mr. Nota is planning to visit all BMP sites in September with the contractor, and will be planting new grass to replace plastic mats. Mr. Blanck expressed concern that it could be too late for that already, or very soon. He will call Mr. Nota.

#### Excavation Project

1. Cons Comm is eager to see erosion addressed, including the sand that has covered the concrete boat ramp. They'd also like to see parking, boat racks, trailer parking, and drainage addressed in the plan.
2. Mr. Nota has agreed to sweep the parking lot regularly to address the sand runoff into the pond, but we need Parks & Rec to arrange the days / times to keep the lot free of cars for this.
3. The window for completing this project this year is very tight. We might need to push it til next year. Our grant will allow this. The permitting process is challenging – handled by Horsley Witten. HW met the deadline for MEPA permits. This is posted on the MEPA site.
4. Horsley Witten has proposed additional services to help us expedite the process.
  - a. Technical project documents preparation, for \$3,400.
  - b. Construction project oversight, up to six site inspections, for \$3,600.Discussion of this proposal was very positive. Mr. Nota hasn't yet heard about this, but we believe he will be very supportive. This way, we won't have to be there to monitor the construction ourselves, which has been a challenge for us. We will still have to respond to any issues they find in the construction.
5. Motion to appropriate funds (\$7,000) for the additional services. The vote was

unanimously in favor.

6. We need Park & Rec's vision for this project.
7. Next step: Horsley Witten will deliver us updated documents this week. Mr. Hardy, Mr. Nota, and perhaps Mr. Browse will look them over by Sept. 30.
8. MEPA is visiting us on Friday Sept. 30 at 1pm to look at the site. This is an important meeting, requiring as many of us as possible to attend. John Lee will attend. Gary Hedman from Horsley Witten will answer all project questions. We just need to be there for support.

#### Other

1. Ms. Pierce has signed us up for a booth at the upcoming Flea Market on Saturday, October 15<sup>th</sup>. Mr. Wood suggested a pond-related game for visitors to our booth, which all committee members felt would work well. Mr. Gormley will attend as well and help with planning.
2. We briefly discussed changing the week night of our meetings, from Mondays back to Wednesdays. Most preferred to stay with Mondays. Mr. Blanck agreed.
3. The Conservation Commission has proposed increasing its staff to include a full-time Agent. Discussion included whether we view this as helpful, for example, whether this person could help us with clerical work on the Pond Committee. Tabled for future discussion.
4. Reminder to all members to tally up and provide Mr. Gormley with volunteer hours for the 3<sup>rd</sup> quarter (July – September), for reporting to the state for matching funds.

The meeting was adjourned by proper motion at 9:45 PM.

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Tom Gormley  
Secretary

#### Documents Reviewed at this meeting:

1. Meeting agenda
2. Horsley Witten report
3. Master Planning report.