



## EARTH REMOVAL BOARD

### MEETING Minutes

Tuesday September 20, 2016 7:00 PM

Meeting started: 7:00pm

**Attendance:** Al Peloquin (Chair Person), Leonard Mort (Vice Chair Person), Tom Brown (Clerk), Scott Despres, Anna Lewandowski and Nancy Young (Secretary)

**Absent:** All were in attendance with a new member Scott Despres, Welcome aboard Scott!

**Guests:** Katie McKenna and Margaret Bacon from Civil Site Engineering

#### Meeting Subjects:

- 1) Call to Order
- 2) Approval of August 16<sup>st</sup>, 2016 Meeting Minutes
- 3) Site Plan for Material Management recycling facility / 333 South West Cut-Off
- 4) Katie McKenna – ERB Financial Report
- 5) Margaret with Civil Site Engineering
- 6) Permit Renewals
- 7) Adjournment

RECEIVED  
 TOWN CLERK  
 16 OCT 24 PM 3:28  
 MILLBURY, MASS.

#### I. Call to Order:

Al Peloquin called the meeting to order.

#### II. Approval of August 16<sup>st</sup>, 2016 Meeting Minutes:

Al Peloquin asked the board to make a motion to accept the minutes; Leonard Mort made a motion, Anna Lewandowski second, all approved 4 – 0. (Tom Brown was late on arriving to the meeting and was not present for the acceptance of meeting minutes.)

#### III. Site Plan for Material Management Recycling Facility / Route 20 South West Cut-Off, Millbury:

As Al Peloquin pointed out from reviewing the site map that the plan appears that there is a great amount of developing in the area and that the property will be building up the surface, his concerns are if the development has to bring material in what type of material will it be? Would it be contaminated? Al is going to give this contractor a call to see what their intentions are. The board does agree where there is no earth being removed that this particular project is not of the Earth Removal Boards concern it's up to the planning board and the building inspector, but for concern sake Al is going to look further into it.

#### IV. Katie McKenna / ERB F/Y Financial Report:

Katie McKenna hands out to the board a copy of the Earth Removal Board FY16 spread sheet (a copy is attached to the minutes for review), she explains to the board that not much has happened with the finances since her last report with the board, a deposit has been made by Stafford Village for their permit renewal but the balances don't reflect the deposit as of yet. The ending balance for Fiscal 16 is \$11,042.52 a record shows all the activity that has happened thru out the year. On sheet FY17, there hasn't been a lot of activity yet, the book balance is \$10,847.52 again, it doesn't match the summary sheet because of the \$500.00 deposit. Al asks the developers that are listed on the spread sheet; (Aggregate, D. Murgo, Elite Home Builders, Tractor Supply, Brierly Pond, Overlook Estates, Keystone Developers and Stratford Village LLC), he would like to go over them with the committee and later give Katie an update however the last time Katie was before the board Al requested to remove Tractor Supply and Brierly Pond but Katie wanted to keep them on, only because they reflect all fiscal years. The cover sheet will allow the board to see and track who we have, who has paid, who active or

inactive and who we might be expecting money from. The fund balance has been coming down due to the fact that the board now has a secretary there was for a period of time there wasn't one so the funds were going up, the application and renewal fees not only go towards the developers and the sites but these fees also go towards the overhead and anything else that the board needs to function.

**V. Margaret Bacon w/ Civil Site Engineering:**

Al updates Margaret on Steve Venecassa with Elite Home Builders; they have started some activity on Howe Ave., placing hay bales, sediment fence and bringing in more equipment, he would like Margaret to visit the property in a few weeks however their permit renewal is overdue. Al is going to contact Steve inform him again on the renewal and that Margaret will be in touch to set a date for her to view and report on the site.

**VI. Update on Renewals:**

The Earth Removal Board received an email from Aggregate Industries / Andrews Survey they handle this account and they have been with us for several years, they have a spot in Millbury that they want to develop, they want to renew the application and are requiring about the cut off date.

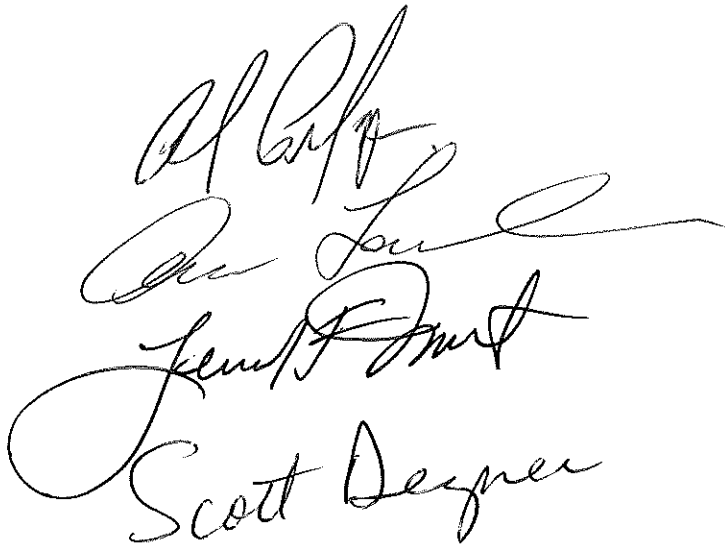
Al will be getting together with the secretary to prepare some of the permit renewals, Elite Home Builders and Keystone Developer/ Stratford Village.

**VII. ADJOURNMENT:**

Al asked the board for a motion for adjournment; Tom Brown: made the motion to adjourn; Leonard Mort second the motion, all were in favor 5 - 0.

Adjournment was at 8:00 PM

Next Meeting October 18, 2016 @ 7:00 PM

Handwritten signatures of four individuals: Al Cook, Tom Brown, Leonard Mort, and Scott Dezyne. The signatures are written in cursive and are arranged vertically from top to bottom.

# TOWN OF MILLBURY FY16

## EARTH REMOVAL BOARD updated 1/13/15

Fiscal Year: 2015-2016

From Date: 7/1/2015 To Date: 6/30/2016

Include pre encumbrance  
 Exclude inactive accounts with zero balance  
 Print accounts with zero balance  
 Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Rel. %	Rem
27.000.3400.24065.0000.340	DESIGNATED EARTH REMOVAL BOARD	\$0.00	\$0.00	\$0.00	\$2,535.00	(\$11,042.52)	\$11,042.52	\$0.00	11,042.52	0.00%
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Amount Journal	
06/30/2016	2632		0	0	0	0	0	0	\$2,535.00	Adjusting
27.180.4200.24065.0000.410										
CHG FOR SVS-EARTH REMOVAL										
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Amount Journal	
08/20/2015	181		0	0	0	0	0	0	-\$500.00	Adjusting
09/04/2015	334		6029	0	0	0	0	0	-\$500.00	Deposits
27.180.5114.24065.0000.500										
EARTH REMOVAL PART TIME										
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Amount Journal	
08/14/2015	92		0	0	0	0	0	0	\$60.00	Adjusting
09/11/2015	285		0	0	0	0	0	0	\$90.00	Adjusting
10/09/2015	504		0	0	0	0	0	0	\$60.00	Adjusting
11/06/2015	664		0	0	0	0	0	0	\$60.00	Adjusting
11/20/2015	795		0	0	0	0	0	0	\$127.50	Adjusting
12/04/2015	892		0	0	0	0	0	0	\$277.50	Adjusting
12/18/2015	982		0	0	0	0	0	0	\$165.00	Adjusting
01/29/2016	1246		0	0	0	0	0	0	\$217.50	Adjusting
02/26/2016	1452		0	0	0	0	0	0	\$165.00	Adjusting
03/25/2016	1559		0	0	0	0	0	0	\$375.00	Adjusting
05/06/2016	1934		0	0	0	0	0	0	\$150.00	Adjusting
06/03/2016	2193		0	0	0	0	0	0	\$180.00	Adjusting
06/30/2016	2448		0	0	0	0	0	0	\$165.00	Adjusting
27.180.5200.24065.0000.500										
EARTH REMOVAL - ENGINEERING										
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Amount Journal	
08/14/2015	122		101805	0 1366	110451	4408	0	0	\$1,050.00	Adjusting
06/10/2016	2271		107643	0 1494	116069	4482	0	0	(\$1,050.00)	Adjusting
27.180.5700.24065.0000.500										
EARTH REMOVAL BOARD - OTHER EXPENSE										
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Amount Journal	
11/06/2015	686		103394	0 1411	112193	4428	0	0	\$260.00	Adjusting
EXTENSION: EARTH REMOVAL ACCOUNT - 24065										
Grand Total:										
									\$8,507.52	0.00%
									\$8,507.52	0.00%

# TOWN OF MILLBURY FY17

## EARTH REMOVAL BOARD updated 1/13/15

Fiscal Year: 2016-2017

From Date: 7/1/2016 To Date: 9/30/2016  
 Include pre encumbrance  
 Exclude inactive accounts with zero balance  
 Print accounts with zero balance  
 Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
27.000.3400.24065.0000.340	DESIGNATED EARTH REMOVAL BOARD	\$0.00	\$0.00	\$0.00	\$0.00	(\$11,042.52)	\$11,042.52	\$0.00	\$11,042.52	0.00%
27.780.5114.24065.0000.500	EARTH REMOVAL PART TIME	\$0.00	\$0.00	\$0.00	\$195.00	\$195.00	(\$195.00)	\$0.00	(\$195.00)	0.00%
Transaction Detail (Maximum)										
Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Vendor	Amount Journal
08/26/2016	178		0		0	0	0	EARTH REMOVAL PART TIME		\$195.00 Adjusting
EXTENSION: EARTH REMOVAL ACCOUNT - 24065										
<b>Grand Total:</b>										\$195.00
										\$195.00
										\$0.00
										\$10,847.52
										\$0.00
										\$10,847.52
										0.00%
										0.00%

End of Report

Millbury - Earth Removal Board  
 Earth Removal - REVOLVING - 24065

	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17
<b>Revenues:</b>								
Aggregate	1,000.00	500.00		-	500.00	500.00	500.00	
D Murgo		1,000.00		-		500.00		
Elite Home Builders				-	500.00	2,000.00		
Tractor Supply				-				
Brierly Pond		500.00						
Overlook Estates								
Keystone Developers						1,500.00	500.00	500.00
Stratford Village LLC								
<i>5,000 Dep.</i>								
Other/unknown			1,000.00					
Adjustments								
Total Revenues	1,000.00	2,000.00	1,000.00	-	1,000.00	2,430.00	1,000.00	500.00
<b>Expenditures:</b>								
Personal Services	380.00	180.00	345.00	427.50	645.00	442.50	2,225.00	195.00
Purchase of Services	1,440.00		99.98		130.00	210.00	1,050.00	
Other Expense	8,812.50						260.00	
Adjustments				1,430.00				
Total Expenditures	10,632.50	180.00	444.98	1,857.50	775.00	652.50	3,535.00	195.00
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Total OFS/(USES)	-	-	-	-	-	-	-	-
Net Change in Fund Balances	(9,632.50)	1,820.00	555.02	(1,857.50)	225.00	6,277.50	(2,535.00)	305.00
Fund Balances - Beginning of the Year	16,190.00	6,557.50	8,377.50	8,932.52	7,075.02	7,300.02	13,577.52	11,042.52
Fund Balances - End of the Year	6,557.50	8,377.50	8,932.52	7,075.02	7,300.02	13,577.52	11,042.52	11,347.52

RECEIVED  
TOWN CLERK  
16 SEP 13 AM 9:47  
MILLBURY, MASS

\$500



Town of Millbury  
Municipal Office Building  
127 Elm Street  
Millbury, MA 01527  
Phone: 508-865-4710  
Fax: 508-865-0843

Town of Millbury

New Application\* \_\_\_\_\_ Application Date  
 Renewal\*

Earth Removal Permit Application

Application package to be submitted with three (3) copies by Sept. 30<sup>th</sup>, 2016

Permits are issued to the Owner of Record of the property, and are not transferable upon the sale of that property.

- 1) Location of proposed excavation: Map Nos. 79 Parcel Nos. 51  
Map Nos. \_\_\_\_\_ Parcel Nos. \_\_\_\_\_
- 2) Property Owners Name Stratford Village LLC  
Address 910 Boston Post Rd E #310 Marlborough MA 01553 Phone: 508 229 7827
- 3) Excavating Company Name: (if different from Property Owner) Keystone Development  
Address 910 Boston Post Rd, Marlboro Phone: same
- 4) Property Owner's Engineer/Surveyor Thompson Linton Assoc & Inc  
Address 51 Main St Bourlston MA Phone: 508-869-6151
- 5) Do Wet Lands or Potable Water Wells exist on this Parcel? Yes \_\_\_ No
- 6) Letter(s) of Agreement with property abutters required? Yes \_\_\_ No   
(If yes, copy of executed agreement(s) must accompany application.)
- 7) Permit Type: Active:  (Earth Removal and/or Site Reclamation)  
Continuation: \_\_\_ (No Earth Removal or Reclamation proposed)  
Closeout: \_\_\_ (Site Reclamation Final Approval)
- 8) Provide a Certified List of Abutting Property Owners, including those across any street or way, as appearing on the most recent tax listing and certified by the Assessor's Office. This includes Property Owners in the Town of Sutton and other towns that may border the property in this application. Applicants are responsible for notifying all abutters by certified or registered mail, return receipt requested. Receipts are to be provided to the Board with each annual Earth Removal Board Application.

**\*PLEASE NOTE: FAILURE TO PROVIDE ALL INFORMATION REQUESTED ON THE APPLICATION WILL REQUIRE AN ADDITIONAL NONREFUNDABLE FILING FEE.**

**THE EARTH REMOVAL BOARD WILL NOTIFY YOU OF THE DATE AND TIME FOR THE BOARD'S ACTION ON YOUR APPLICATION, AT WHICH TIME YOU WILL BE RESPONSIBLE FOR NOTIFYING ALL ABUTTERS ACCORDANCE WITH THE EARTH REMOVAL BY LAW.**

**\*PERMITS ARE NOT TRANSFERABLE UPON THE SALE OF PROPERTY, FORCLOSURE AND OR BANKRUPTCY.**





**EARTH REMOVAL BOARD**

**Signature of Attendees and Approval for Minutes  
(Meeting Minutes from August 16, 2016)**

**Al Peloquin - Chair Person:** \_\_\_\_\_  
*Al Peloquin*

**Leonard Mort - Vice Chair Person:** \_\_\_\_\_  
*Leonard Mort*

**Tom Brown - Clerk:** \_\_\_\_\_

*Scott Despres*  
~~Mary Krumsiek~~ - Member: \_\_\_\_\_  
*Scott Despres*

**Ann Lewandowski - Member:** \_\_\_\_\_  
*Ann Lewandowski*

**Nancy Young - Secretary/ Assistant:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

\_\_\_\_\_  
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