

CONSERVATION COMMISSION

Town of Upton



Massachusetts

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1 Main St, Box 9
UPTON, MASSACHUSETTS 01568

Meeting Minutes – Wednesday 2/27/2013

To: Members of Upton Conservation Commission
cc: Kelly McElreath, Town Clerk
From: Denise Smith, Administrative Assistant

Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Scott Heim, Alan Miano and Tom Jango

7:35 PM 11 Wildwood – NOI C. Minnich

- Removing existing deck and putting on an addition w/ a foundation.
- Will be a smaller footprint than the existing deck had; also adding a small deck in another location.
- Possibly will add a retaining wall and terrace to eliminate the slope.
- Erosion controls will be needed; one set at the bottom of slope near pond and a second set at the top of the slope closer to the area of work w/o being in the way. Straw no hay.
- **Conditions:**
- 2 rows of straw wattles (at top and bottom of slope) and silt fence at bottom.
- Plans w/ info on terrace and/or retaining wall will be needed prior to building.
- Excavated material can be used as fill for terrace or retaining wall; any excess will need to be removed from the property.
- Meet w/ Selby prior to building
- Hearing Closed – Order of Conditions will be issued w/in 21 days.

7:55 PM 69 & 71 Crockett Rd – NOI M. Allen

- Chris Scott recused from hearing.
- Upgrade of failed septic system.
- Will clean and fill 3 existing cess pools per the BOH.
- New system will include 2 tanks w/in the 100' buffer zone; will be piping to leach field which is located across Crockett Rd; 5 – 6 trees will need to be removed for the leach field.
- The new system will meet Title 5 requirements and then will be selling the property.
- Erosion controls will be installed.
- Selby has visited the property and has no issues.
- 71 Crockett Rd is not currently occupied it is used as a summer house; primary dwelling is at 69 Crockett Rd.
- **Conditions:**
- Remove excavated materials.
- Erosion controls must be in place prior to beginning excavation.
- Hearing Closed – Order of Conditions will be issued w/in 21 days.

8:05 PM Employee Matters/Benefits K. Picard/BOS

- Discussion on having all administrative functions for all town employees be handled by the Town Manager.
- Roles/functions would still be directed by the individual Boards/Commissions.
- CS raised questions as to who would do performance reviews and sign payroll; also hiring/firing issues.
- KP indicated that they (BOS) are collecting questions/feedback at this time; no language has been drafted yet.

8:15 PM Agents Report

- Per submitted report dated 2/14/13 – 2/27/13.
- Upon further review it appears that some of the suspected violations have been eliminated as they are not w/in the Kenneth Village property. Once the ground is clear of snow another visit will be made.
- Walked Cross Winds today (2/27/13) and found quite a bit of water in the fore bay. Selby will keep an eye on this and continue to monitor erosion controls.

8:25 PM Forest Stewardship Program Mike Downey/DCR

- Scheduled for 3/27/13 meeting; will have a presentation on Stewardship.

8:30 PM General Items

Meeting Minutes – will have minutes from 1/23/13 & 2/13/13 for next meeting.

Website

- AM added FAQ re: BIOMap.
- Will put public hearing info for Forestry & Fees on the website.

LSC

- Volunteers to continue work at SWF.
- Received a letter from Mr. Chace in response to our letter; MP would like to issue a response to Mr. Chace addressing the following: 1) Discuss w/ the Assessors to determine ownership; 2) Clarify that we will use the alternate trail and he can post but not w/ UCC reference; and 3) Explain MA tax credit program available if he donates the land (to Grafton or Upton). BT will draft a letter.

Warrant Items for ATM (5/9/13)

Language to be submitted for the following Revolving Funds:

- A) Wetland Bylaw R.F.
- B) Community Garden R. F.
- C) Storm Water Bylaw R. F.
- D) Land Stewardship R. F.
- Motion for Wetland Bylaw & Storm Water Bylaw Revolving Funds that involve expenditures by Upton Con Com can be authorized by the Chair but must be approved by UCC at a meeting – 2nd and Approved. (Policy)
- Motion to have Land Stewardship Com vote at a meeting to authorize LSC Chair to expend money from the Community Garden and Land Stewardship Revolving Funds – 2nd and Approved.
- Motion that we accept wording for warrant articles as discussed and amended – 2nd and Approved.

Finances

- Current vouchers signed.

Motions

- Motion to issue and sign OOC for 11 Wildwood Ave – 2nd & Approved.
- Motion to issue and sign OOC for 69 & 71 Crockett Rd – 2nd & Approved; Chris Scott recused from hearing & vote.

Future Warrant Article

B. Talyor/LSC

- Discussion of draft Warrant Article to transfer 2 Town-Owned properties to the care of the Con Com.
- BT has drafted two versions of an article; will include maps.
- Both parcels are adjacent to Open Space land and contain wetlands.
- Will meet with the BOS to discuss prior to presenting any article for a future town meeting.

9:15 PM Regular Meeting Adjourned
Members resumed housekeeping work in file room downstairs

Minutes approved on _____

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