

# CONSERVATION COMMISSION

Town of Upton



Massachusetts

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1 Main St, Box 9  
UPTON, MASSACHUSETTS 01568

## Meeting Minutes – Wednesday 12/11/2013

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

### Members Attending:

Chris Scott, Mike Penko, Marcella Stasa, Alan Miano, Tom Jango, and Scott Heim  
Mary Overholt (Associate Member)

### 7:40 PM LID/Stormwater discussion

- Need to create a policy regarding LID (Low Impact Developments) to put with the Stormwater Regulations.
- Fee schedule - discussion of fees; where does money come from for peer review; can this be included in the Planning Board's review fees?

### 8:00 PM Agent's Report (11/14 – 12/11/13)

#### 8:10 PM General/Office

**Finances** - Current expense vouchers & payroll signed.

**Meeting Minutes** – motion to accept minutes from 11/13/13 – 2<sup>nd</sup> & approved.

**Website** – general clean-up of items; will be posting Stormwater Docs; discussion regarding minor changes (ie typos, general items – not content) to online documents do we need to approve at a meeting or can those changes be made when discovered? Also, discussion to add a change page to documents in order to have a trail of changes and when made. Motion to add a change page – 2<sup>nd</sup> & approved.

Chris reported on request for DPW assistance (snow removal at Stefans and Whitney Parking areas; trap rock for Southboro Rd to create a north berm spillway(MP will contact DPW about where to put this); and removal of potentially dangerous snags along Southboro Rd near the berms). Response via town manager was mixed: DPW will put in some stone/rocks at Southboro Rd but can't remove snags until next fiscal year; there is no money in budget to plow parking areas.

**OSC** - Motion for Con Com to approve OSC to hold night events in 2014 w/out having to come back for approval each time – 2<sup>nd</sup> & approved.

**LSC** – Motion to authorize a LSC member (Marcella Stasa or her designee) to review and approve requests for use of town properties – 2<sup>nd</sup> & approved. Whitney parking issue still to be resolved with the abutter.

**Denise's Items** – working on updating spreadsheet of projects to see who needs reminder letter for OOC's or COCs that need extension letter in order to keep project active.

#### Motions to sign:

- OOC for 4 Farrar Rd – 2<sup>nd</sup> & approved.
- Amended OOC for Rockwood Meadows w/ amendments – 2<sup>nd</sup> & approved.

**9:15 PM      Action Items**

- Draft Rockwood Meadows Easement Deed review for next meeting; motion to send the draft to Kevin Lobisser and Mark Allen – 2<sup>nd</sup> & approved.
- Forestry Interns – still no acknowledgement from UMASS.
- Southboro Rd – no further discussion w/ FUSF or DCR.
- TJ reported that the beavers near Fowler/Mechanic St are gone at this time.
- Reviewed the draft letter regarding Mosquito Control – motion to send w/ amendments -2<sup>nd</sup> & approved.

**9:25 PM      Meeting Adjourned**

**Minutes approved on:** \_\_\_\_\_

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