

CONSERVATION COMMISSION

Town of Upton



Massachusetts

508-529-6286  
concomm@uptonma.gov

1 Main St, Box 9  
UPTON, MASSACHUSETTS 01568

Meeting Minutes – Wednesday 1/022/2014

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

**Members Attending:**

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

**7:40 PM Agent's Report (1/9/14 – 1/22/14)**

- Per submitted report.

**7:45 PM General/Office**

Mike Penko pointed out that it is the 50<sup>th</sup> anniversary of the Conservation Commission (established in 1964). Discussed putting a banner displaying this on the website and on our letterhead.

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

**Meeting Minutes** – motion to accept minutes from 1/8/13 – 2<sup>nd</sup> & approved.

**Website** – Added some links for Forestry items; updated progress at the SWF & Whitney areas; parking info.

**Denise's Items** – continue to update spreadsheet of projects; send reminder letters for projects that need extensions of OOC's in order to keep projects active or to see if COC can be issued.

**Chris – Items from Meeting w/ Town Manager:**

- Budget; the need to set up a meeting w/ Code Enforcement to discuss the process for Conservation review & sign-off;
- DPW to assist in moving stones will need to coordinate what & where;
- Stefans land access road off Orchard St – looking to create a gravel road (not paved) to allow access for vehicles w/ equipment for maintenance or possibly logging; will meet w/ the DPW to discuss and will get some quotes for costs; Mike & Chris will be meeting w/ the PB and CPC; Con Com needs to discuss how to handle a ravine that will be crossed – culvert, fill, crossing, etc...
- Discussion of furniture for new space at town hall;
- Harassment Policy & Conflict of Interest Policy will need to sign documents and give to the Town Clerk; (follow-up note: Ethics test is not required this year; it is done every 2 years.)

**FY15 Budget:**

- Mike proposed edits to the justification;
- Motion to accept changes to the proposed budget – 2<sup>nd</sup> & Approved.

**Crosswinds** – reminder of items from June 2013 letter; Mike will be discussing w/ the PB on 1/28.

**Southboro Rd** – DPW will be putting in rock; Any word from DCR regarding the O&M of the bog? Still concerns about trees that need to be removed for safety reasons.

**Motions:**


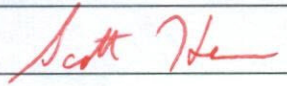
- Re-sign the COC for 6 Shore Dr - 2<sup>nd</sup> & Approved.
- Issue & sign COC for 108 Grove St - 2<sup>nd</sup> & Approved.
- Issue & sign COC for 16 Shore Dr - 2<sup>nd</sup> & Approved.
- Motion to spend a max of \$75 to have the 1<sup>st</sup> DEP permit (311-0001) framed - 2<sup>nd</sup> & Approved.

**9:10 PM Motion to Adjourn - 2<sup>nd</sup> & Approved**

Minutes approved on:

2/12/14

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TOWN CLERK'S OFFICE  
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