

Town of Uxbridge  
Conservation Commission  
21 South Main Street  
Uxbridge, Massachusetts, 01569  
508-278-8600, x 2013 and x 2020



Received by  
Uxbridge  
Town Clerk

Conservation Commission Minutes  
Conservation Land Meeting  
February 11, 2013  
6:33 - 8:34 PM

*Board of Selectmen's Room, Uxbridge Town Hall, 21 South Main Street, Uxbridge, MA  
Please note some items may have been taken out of agenda order.*

Conservation Com. Present: Russell Holden (Chair), Dave Lewcon, Larry Lench, Mike Potaski

Conservation Commission Absent: Tracy Tibedo

Commission Staff Present: Jennifer Steel, Conservation Agent

It being 6:33 pm, the meeting being properly posted and duly called, and a quorum being present, Chairman Holden called the meeting to order.

#### CONSERVATION LAND MANAGEMENT

- Annual Conservation Plan

- Jennifer Steel identified a list of parcels under the care and custody of the Conservation Commission. Said list will be used as a basis for a draft Annual Plan.
  - Rivulet St., 4.07 ac
  - Pout Pond, 66.18 ac
  - Legg Farm, 42.7 ac
  - Glendale St., 72.54 ac (?)
  - Peaceful Pond, multiple parcels
  - West River/ Henry Legg/Harvest, x ac
  - Henry Legg/Harvest, x ac
  - CR – BJs on Quaker Hwy, 40+ ac.
- Jennifer Steel will try to locate the binder that holds all information on Conservation parcels developed "several years" ago.

- Pout Pond

- There is a need to centralize planning and decision making under the Conservation Commission to ensure proper transparency, authority, and accountability. Pout Pond Advisory Committee must be made an official appointed "special committee" (Jennifer Steel will enquire of the Town Manager how appointment should be made) with a clear "charge" to bring recommendations to the Commission for review and approval.
- Russ Holden will draft a charge to develop a detailed plan/proposal for "running" Pout Pond
  - Swimming (dates/times, advertising, registration, staff, pay rates, CORIs/certification checks, contracts, etc.)
  - Beach (care and cleaning)
  - Lawn (care)
  - Trash collection
  - Gate opening and closing (keys, copies to Conservation, police and fire?)
  - Parking (rates, collection process, tickets/accounting process)

- Workamper (rate, schedule, job description, etc.)
- Crafts (dates, organization, oversight, fees)
- Snack Shack (operational plan, financial accounting procedures)
- Bath-house (maintenance)
- Dave Lewcon will develop the framework of an Annual Plan for Pout Pond (an Operator's Manual – with a similar list of items as in the "charge" as well as an "organogram" (an organization chart) to clarify the "chain of command" and responsibilities.
- Legg Farm Plan
  - Encroachments must be addressed. Would be nice to develop a "Friends of Legg Farm" group, too.
  - Jennifer Steel will finish drafting letter to abutters about encroachments
  - Jennifer Steel will draft proposed Land Use Regulations for consideration for ALL conservation land
  - Jennifer Steel will look into signs of Land Use Regulations
  - Jennifer Steel will ask DCR about its annual CR monitoring of Legg Farm and creative ways of financing the necessary repairs of the boundary fence.
- Peaceful Pond Plan
  - Crown and Eagle residents watch the parcel fairly well. More focused management might prove necessary at some point in time. Dave Lewcon will draft a "flier" to post on the Crown and Eagle bulletin board about Peaceful Pond and Pout Pond volunteer opportunities.
- Open Space and Recreation Plan
  - Jennifer Steel noted that the 2003 OSRP had expired and should be updated to make the town eligible for state funds. This will be challenging with such limited staff time.

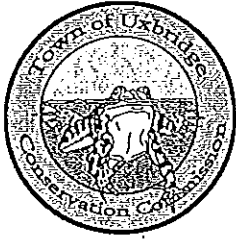
#### **ANY OTHER BUSINESS WHICH MAY LAWFULLY COME BEFORE THE CONSERVATION COMMISSION**

- Educational flier about conservation lands and opportunities for public engagement will be developed as time allows.
- Next Conservation Land meeting dates were set as:
  - Monday March 11, 2013 at 6:30
  - Monday April 29, 2013 at 6:30

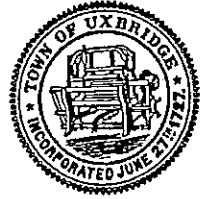
#### **ADJOURN at 8:34**

- **Motion:** Adjourn. (Moved: Larry Lench, Second: Mike Potaski, Vote: Unan.)

Respectfully submitted, Uxbridge Conservation Commission



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CONSERVATION COMMISSION  
21 SOUTH MAIN STREET  
UXBRIDGE, MASSACHUSETTS 01569  
508-278-8600, x 2013 or 2020



Conservation Commission Meeting Minutes  
Board of Selectmen's Room, Uxbridge Town Hall, 21 South Main Street, Uxbridge, MA

Respectfully submitted by Ms. Jennifer Steel, Conservation Agent

Russell Holden, Chairman

A handwritten signature in cursive script, appearing to read "David Lewcon", written over a horizontal line.

David Lewcon, Treasurer

A handwritten signature in cursive script, appearing to read "Michael Potaski", written over a horizontal line.

Michael Potaski, Member

2/19/13 Date

Vice-Chair (vacant)

A handwritten signature in cursive script, appearing to read "Lawrence Lench", written over a horizontal line.

Lawrence Lench, Clerk

A handwritten signature in cursive script, appearing to read "Tracy Tibedo", written over a horizontal line.

Tracy Tibedo, Member

