



Bolton Conservation Commission

Meeting Minutes



Date:	Tuesday, November 2 nd 2021
Time/Location	7:00 p.m. Zoom (remote participation)
Commissioners Present:	Chair Brian Berube, Gillian Glassanos, Emily Winner, (Conservation Agent, Rebecca Longvall) Willian Payne joined at 7:30pm
Guests:	Jeffrey O'Neill (Condyne), Scott Smyers (Oxbow Associates), Buffy, Paul,
Next Meeting:	Tuesday, November 16 th 2021 7:00pm via Zoom

- 1. Request for Determination of Applicability - 580 Main Street – Installation of a ground monitoring well**
The applicant's representative Phil Cordeiro from Allen and Major Associates was present to provide a summary of the purpose and extent of proposed work. This is a drilled well proposal, with erosion and sediment controls to determine whether or not the area will support the future project through a potential yield. Additionally, the applicant and their representative are NOT asking for a confirmation of any of the wetland areas at this time. An Abbreviated Notice of Resource Area Delineation will be forthcoming. The representative shared their screen to show the plans associated with the proposed location of the well location to the south west corner of the existing disturbed area on site. The Commission inquired about the infrastructure associated with the well at this time, the ability to remove any materials should they find that it will not meet the necessary yield, underbrush removal, and the long-term plan for the existing wells. Phil addressed the concerns of the board at this time related to this proposed well.
Commission member noted that a similar project had been approved therefore they would be comfortable utilizing similar conditions stated this evening.

 - 1) Erosion Control barriers shall be in place and approved before work begins.
 - 2) The slurry from the drilling of the test well, shall be kept within erosion controls and outside the resource area.
 - 3) The slurry shall be graded out and reseeded on site to allow for the area to naturalize.
 - 4) Nothing larger than 6" diameter shall be removed within limit of work.

Chair Brian made a motion to close the public hearing regarding 580 Main Street notice of Intent for the proposed well installation to test the yield. Emily seconded; all unanimously AYE.
Roll Call Vote: GG, BB, EW, AYE
Chair Brian made a motion to issue a Negative 3 Determination of Applicability with the conditions listed here:
1) Erosion Control barriers shall be in place and approved before work begins.
2) The slurry from the drilling of the test well, shall be kept within erosion controls and outside the resource area.
3) The slurry shall be graded out and reseeded on site to allow for the area to naturalize.
4) Nothing larger than 6" diameter shall be removed within limit of work.
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Gillian seconded; all unanimously AYE.
Roll Call Vote: GG, BB, EW, AYE
- 2. Request for Certificate of Compliance – 147 Long Hill Road Common Driveway – Norse Environmental Response to Horsley Witten Review**
Maureen Herald of Norse Environmental requested a continuation on behalf of the applicant via email prior to the meeting as they are awaiting a survey of the replication area.
Chair Brian made a motion to continue the discussion regarding the Request for Certificate of Compliance until Tuesday, November 16th 2021 at 7:15pm. Emily seconded; all unanimously AYE.
Roll Call Vote: BB, EW, WP, GG AYE
- 3. Minutes – Chair Brian made a motion to accept the minutes as drafted from the October 16th 2021 public meeting of the conservation commission. William seconded; all unanimously agree. Roll Call Vote: WP, GG, BB, EW, AYE**

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| 4. | <p>Vote – <i>Conservation Commission to consider authorizing Conservation Agent to prepare and submit a Notice of Intent on Commission's behalf for crossing and 1-2 gravel parking area to access Taggart Forestland Parcel from Forbush Mill Road.</i></p> <p>Conservation Agent provided a summary of the proposed project and requested authorization regarding a permanent crossing to gain pedestrian access into the Taggart Forestland Parcel through an adjacent Conservation Parcel. This portion of the project was incorporated into the LAND grant application which assisted in the acquisition of the parcel. The Long-term plan is to connect to the Forbush Mill Field Parking area through a trail from Taggart Forestland Parcel.</p> <p>Chair Brian made a motion to authorize the Conservation Agent to prepare and submit a Notice of Intent on the Commission's behalf to access the Taggart forestland Parcel from forbush mill road.</p> <p>Roll Call Vote: WP, GG, BB, EW, AYE</p> |
| 5. | <p>Review – <i>Events on Town Owned Conservation Land Draft Policy and Permit</i></p> <p>Conservation Agent provided a summary of various requests to utilize conservation land that have led to the realization that the Town should have policies in place for the various properties and their managers. She utilized an example from neighboring Town Stow which is similar in character as well. The draft document requires the individual or organization to fill out the form prior in a reasonable amount of time. Fees may also be involved as well but she believes as it is on conservation land the fees may be required to be used for conservation. She provided a summary of the policy and form related to all and any events on conservation land.</p> <p>Commission members stated they believe it is a good idea to adopt such a policy but will review the documents further. They inquired about whether or not there would be flexibility in fees related to category of events related to size and impact on the property itself. They also believe the fees collected should be utilized towards maintenance of the conservation property. Conservation Agent stated she would reach out to the Town Administrator and Parks and Recreation Coordinator.</p> |

6.	<p>Notice of Intent - 580 Main Street – Operation and Maintenance Plan</p> <p>The applicant and their representatives were present; Jeffrey O'Neill, Scott Smyers. Conservation Agent provided a summary of revisions made and shared with the Commission prior to the meeting. She also provided a summary of the site visit conducted the week prior. The DEP file # 112-0701 was received this morning including comments: the applicant should include the location of the beaver dam to be removed, in addition to the machine access path which will be required to reach the dam. If clearing of vegetation within BVW will be required for access the beaver dam, the applicant shall provide the total area of disturbance and restoration/seeding plan to ensure the access path shall naturalize following the proposed work. Scott also confirmed and provided further summary regarding revisions and site visit. Revisions included removal of multiflora rose at the beaver dam access path, clarification on wording within the O&M, some clarifications of removal with mention of flow devices, comments from DEP were also incorporated related to the machine access path and beaver dam location. She did not incorporate into the draft revisions, the total area of disturbance and restoration associated with that work within BVW. The applicant' representative Scott Smyers stated they can provide a GPS location in the future. The square footage of the work area is ~750 sq. ft. within Limit of Work there is also floodplain adjacent to this area. He strongly suggested two native seed mixes to be utilized for restoration. Then utilize plywood or matting to minimize the impact area. An additional item within the O&M Plan addressed how the applicant wishes to manage beaver activity and associated impacts to the resource area function. The Commission requested a site visit which was amendable to the applicant.</p> <p>Conservation Agent stated "about 750sq ft of alteration within jurisdictional area and restoration/seeding plan" she also suggested the surveyed area is documented in an As-Built plan. Commission noted comments about leaving at least a 50' buffer of naturalized/native growth between the bank and edge of lawn in addition to what exists. Chair Brian inquired to Conservation Agent regarding potential wording, she responded "an alteration within the jurisdictional area related to the beaver dam removal, of up to 750sqft that shall be restored with native seed mixes appropriate for site conditions upon completion of dam removal to ensure the area naturalizes following proposed work." Applicant inquired about close out process to release as a portion of the property will be sold. Conservation Agent summarized various opportunities to close out the process specific to the options on a Certificate of Compliance once the Request is received.</p> <p>Chair Brian made a motion to close the public hearing regarding 580 Main Street Notice of Intent for the Operation and Maintenance Plan. Emily seconded; all unanimously AYE.</p> <p>Roll Call Vote: WP, GG, BB, EW, AYE</p> <p>Chair Brian made a motion to issue an order of conditions for the public hearing regarding 580 Main Street Notice of Intent for the Operation and Maintenance Plan as drafted and submitted at this evening's meeting with the following conditions discussed;</p> <ol style="list-style-type: none"> 1) Alterations within the jurisdictional areas associated with the proposed beaver dam in the amount of 750sqft shall be restored with native seed mixes appropriate for site conditions upon completion of dam removal and to ensure the area naturalizes following proposed work. This condition shall be in perpetuity. 2) There shall be at least a 50' buffer of naturalized/native growth between the bank and edge of lawn on site. This shall be a condition in perpetuity. 3) As-Built plans shall include the total amount of area disturbed and area restored. <p>William seconded; all unanimously AYE.</p> <p>Roll Call Vote: WP, GG, BB, EW, AYE</p>
7.	<p>Continued Notice of Intent – Century Mill Road Map 3D Parcel 75 – <i>proposed construction of three single family homes and widen and pave an existing gravel driveway</i></p> <p>The Applicant has requested a continuation via email. The arborist is coordinating with the engineer regarding marking trees proposed to be removed and providing these items on a revised plan.</p> <p>Chair Brian made a motion to continue the public hearing until Tuesday, November 16th 2021 at 7:30pm for the proposed project located at Map 3.D Parcel 75. Gillian seconded; all unanimously AYE.</p> <p>Roll Call Vote: WP, GG, BB, EW, AYE</p>
8.	<p>MVP – Nashua River Communities Resilient Lands Management Project update by the Conservation Agent. If members of the community are interest in participating in the project, please contact rlongvall@townofbolton.com or call the Conservation office 978-779-3304</p>

9.	<p>Review – Budget Draft Review/Discussion</p> <p>Conservation provided a summary of the budget request to be level funded and past expenditures along with expressing projections of expenditures for FY23. Chair Brian provided a summary as well with the request to increase the conservation fund line-item request from \$500.00 to \$1,000.00 due to the fact that the conservation fund was recently expended for a large acquisition. There has been a range from how much was funded annually in the past. He wants to review the budget to attempt the level fund goal however the goods and services costs are increasing with time. There has also been an increase in users on conservation land along with others discovering the conservation properties due to the conditions caused over the past two years now. He sees usage of properties and services provided increasing over time. Emily shared concerns about the amount to fund the conservation fund but agrees about the \$1,000.00 request and should be looked at as a priority in the town. The Commission inquired about what the funding was in the past for the conservation fund and the amounts, additionally inquired about any documentation of increase in users on conservation land. Conservation Agent addressed an inquiry from the commission regarding the typical expenditures and if funds can be reallocated from the line items. Conservation Agent stated a lot of work is seasonal or awaiting invoices which will expend remaining funds. Any funds that are not expended returns to the general fund. This FY the commission would not be able to reallocate to the conservation fund. She stated related to the commission members inquiry, when the budget request is presented for FY23; if the commission are able to save funding or get grants which causes leftover funds in the budget at the end of the FY23, could those funds be reallocated into the Conservation Fund. Conservation Agent will follow up with appropriate staff to inquire further. Conservation Agent also wanted to take a moment to mention and thank the wonderful volunteers and volunteer group Bolton Trails Committee who assists both the Conservation Commission and Conservation Trust. The state provides a monetary value for volunteer time, however with volunteers of specific expertise that typically increases their estimated value. Many of our volunteers have an expertise that would increase their monetary value however we collect information on their average hours of volunteer time during the year then utilize that base volunteer value to gather an idea of what the Town is saving by having such great assistance and efforts by our team of volunteers. When the commission reviews the budget line items this amount and related saving are not directly included. These great volunteers spend their valued time, efforts, to help out the trails and their community. Conservation Agent summarized the current edits being; increase the conservation fund line item request to \$1,000.00 and inquire about whether or not the commission is able to reallocate funds if there are funds left at the end of the year in other line items.</p>
10.	<p>Conservation Property Updates: Maintenance and management items</p> <ul style="list-style-type: none"> • New Story Walk to be installed at Bowers Springs Conservation Area November 7th at 10:30am 2021 Author Sarah Adams Pyne will be having a reading by the Lower Pond. • Guided Trail Walk – Danforth Conservation Area November 23rd 2021, 3:00pm <p><u>MVP Program</u></p> <p>Current FY21-FY22: Nashua River Communities Resilient Lands Management Project</p> <p><i>FY20: Apple Country Natural Climate Solutions completed information is available via the project website:</i></p> <p>https://climateresilient.wixsite.com/applecountry/project-data-viewer</p> <p><i>Final report may also be found using the project website or this link:</i></p> <p>https://3673b23c-7171-47f0-b91c-8baa749785c4.filesusr.com/ugd/29afe1_877358fd47e943f793248d84655948e5.pdf</p> <p>Opportunity: Volunteer Land Steward position</p> <p>For all inquiries regarding this position please contact the Conservation Agent, call 978-779-3304 or email rlongvall@townofbolton.com</p>
11.	<p>Chair Brian made a motion to adjourn the public meeting of the Conservation Commission Tuesday, November 2nd 2021. William seconded; all unanimously AYE.</p> <p>Roll Call Vote: WP, GG, BB, EW, AYE</p>