



# Bolton Conservation Commission

## Meeting Minutes



<b>Date:</b>	<b>Tuesday, August 15<sup>th</sup> 2023</b>
<b>Time/Location</b>	7:00 p.m. Zoom (remote participation)
<b>Commissioners Present:</b>	Chair Brian Berube, James Geraghty, Lori Stephenson, Paal Brandvold, Conservation Agent, Rebecca Bucciaglia, Administrative Assistant to Planning and Conservation, Lauren Ducat
<b>Guests:</b>	Ryan Proctor (Dillis & Roy), Muhammed Alhassan, Eric Roise (KBA), Craig Olsen (KBA), Andrea Kendall (LEC), Tom Frontera (KBA), Chelsea Christenson (Nitsch), Matthew Marro, Ethan Fitzsimmons, Jeff O'Neill, Brandon Carr (DiPrete)
<b>Next Meeting:</b>	<a href="#">Tuesday, September 5<sup>th</sup> 2023 7:00pm via Zoom</a>

- 1. (Withdrawn by Applicant 8/9/2023) 7:00pm Notice of Intent – 0 Butternut Lane – Map 6.E Parcel 37 - submitted by Goddard Consulting, LLC on behalf of Robert and Patricia Lupo for the proposed construction single-family house, septic system, driveway, and well outside of buffer zone to BVW. The project is inclusive of a retaining wall with associated grading**  
*No Discussion application was withdrawn by applicant.*
- 2. Amended Notice of Intent – 112-0699 Meadow Road Lots 7&8**  
*Property owner Mohammed Alhassan and Representative from Dillis and Roy Ryan Proctor were present to provide an update to the commission on the revised information submitted to the Conservation Commission in response to DEP's comments.*  
*\*Hearing was interrupted and a new link was shared to the public and posted to the town website and agenda where the meeting continued\**  
*Ryan highlighted 1) No increase in tree or shrub removal. There will be removal of existing downed wood within the swale. 2) restoration post grading of existing swale shall be reseeded with new England wetland plant seed mix. 3) No additional rock is proposed within the swale as increased velocity is not calculated for this area. 4) erosion controls shall be extended to enclose the total limit of work.*  
**Chair Brian makes a motion to close the amended NOI 112-0699 located at Meadow Road lots 7&8. James Seconded; all unanimously AYE. Roll Call: JG, LS, BB, PB, AYE**  
**Chair Brian makes a motion to issue the amended Order of Conditions 112-0699 located at Meadow Road lots 7&8 as drafted and discussed this evening. Lori Seconded; all unanimously AYE. Roll Call: JG, LS, BB, PB, AYE**  
*Conservation Agent to finalize and issue amended Order of Conditions.*
- 3. Continued Abbreviated Notice of Resource Area Delineation – Map 6.B Parcel 12 - Kaestle Boos – 12 Green Road – Resource Area Delineation on parcel associated with Nashoba Regional High School**  
*Chelsea Christenson (Nitsch), Tom Frontera (KBA), Craig Olsen (KBA), Andrea Kendall (LEC), Eric Roise (KBA), were present. Eric Roise expressed the sanitary line is thought to be abandoned at this time but will be investigated prior to the Notice of Intent filing. Chair Brian made a motion to close the public hearing for the 12 Green Road project. Paal seconded, all unanimously, AYE. Roll Call: JG, LS, BB, PB, AYE.*  
**Chair Brian made a motion to issue an Order of Resource Area Delineation as shown on revised plans prepared by Nitsch Engineering dated 8/7/2023 signed and stamped by PLS Denis R Seguin for the 12 Green Road project, excluding the Riverfront Area, and Isolated Vegetated Wetlands not fully delineated on site. James seconded, all unanimously, AYE. Roll Call: JG, LS, BB, PB, AYE**  
*Conservation Agent to finalize and issue Order of Resource Area Delineation.*

4.	<p><b>Continued Notice of Intent – 31 Manor Rd – Map 4.C Parcel 19</b> - submitted by Matthew Marro on behalf of James Ackroyd for the construction of a septic system and garage addition</p> <p>Conservation Agent provided a summary. Commission had no comments on draft order of conditions.</p> <p><b>Chair Brian made a motion to issue an Order of Conditions as drafted for 31 Manor Road. Paal seconded, Roll call vote: JG, PB, AYE [LS, BB, Abstain].</b></p> <p>Conservation Agent to finalize and issue Order of Conditions.</p>
5.	<p><b>Continued Notice of Intent – 711/713 Main Street – Map Parcel – DEPfile#112-0 –</b></p> <p>Applicant requested a continuation until the next meeting of the conservation commission via email.</p> <p><b>Chair Brian made a motion to continue the public hearing for the 711/713 Main St. until September 5<sup>th</sup> 2023 at 7:15pm. Paal seconded, all unanimously, AYE. Roll call vote: JG, LS, BB, PB, AYE.</b></p>
6.	<p><b>Request for Field Amendment – 0 S. Bolton Road – Map 2.C Parcel 23 – DEPfile#112-0720</b> construction of a subdivision roadway and stormwater infrastructure. The Applicant's representative was present, Richard (Chip) Nylen.</p> <p>Conservation Agent provided a summary of the procedures to date noting the request this evening is to incorporate plans that have stormwater revisions outside of the commission's jurisdictional areas on site that were required by planning board. Chip Nylen expressed the revisions are to ensure that when a building permit is filed all departments have the same approved plans on file and authorized for the project. The revised plans are dated July 24<sup>th</sup> 2023. <b>Chair Brian made a motion to authorize and accept the revised plans dated July 24<sup>th</sup> 2023 as a field amendment to be shown and incorporated as part of the As-Builts. Paal seconded; all unanimously AYE. Roll call vote: JG, LS, BB, PB, AYE.</b></p>
7.	<p><b>Minutes – Chair Brian made a motion to approve minutes from the last meeting of July 25<sup>th</sup> 2023. James seconded, all AYE. Roll call vote: JG, LS, BB, PB, AYE.</b></p>
8.	<p><b>8:00pm Notice of Intent – 580 Main Street – Map 4.C Parcel 24</b> - submitted by Jeffrey O'Neill on behalf of the property owner Bolton Office Park, LLC for the proposed demolition of a portion of the existing office building, and reconfiguration of associated parking. All drainage components/design will be kept and a proprietary system before the discharge onto the pond shall be incorporated. A sewer connection to the septic on the back of the site as part of the previous design plans will be constructed. The two existing propane tanks will be relocated to the right. Jeff O'Neill, Condyne and Brandon Carr, Diprete Engineering were present. Brandon provided an update and summary of the proposed project. He stated work was redevelopment within 200' riverfront area and 100' buffer/75' adjacent upland resource areas. The propane tanks will be removed from the recently subdivided adjacent parcel onto the existing parcel associated with the office building. The propane tanks are proposed to be relocated to an existing concrete slab on site within the 200' riverfront area. The total impervious area on site shall be reduced by 1/3 of an acre from existing conditions. The parking area shall be renovated and incorporate stormwater infrastructure to treat the roof and parking lot. Currently there is no stormwater treatment. Commission inquired why tanks need to be removed from their current location [clarified by applicant]. He further inquired (along with the Conservation Agent) whether the propane tanks were considered to be removed from the jurisdictional areas on site. Conservation Agent highlighted this inquiry as well stating the commission's jurisdiction and suggested the commission request to remove the tanks from the jurisdictional areas on site. She further highlighted the project is still awaiting a DEPfile# and associated comments. Commission inquired about a landscaping plan for the site. Applicant clarified a landscaping plan is associated with a prior order of conditions for the property. Commission requested Conservation Agent provide a copy before next meeting.</p> <p><b>Chair Brian made a motion to continue the public hearing for the 580 Main Street Map 4.C Parcel 24 until September 5<sup>th</sup> 2023 at 7:30pm. Paal seconded, all unanimously, AYE. Roll call vote: JG, LS, BB, PB, AYE.</b></p>
9.	<p><b>Enforcement Order Update:</b> 100 East End Road, 3 John Powers Lane, Century Mill Estates</p> <p>Awaiting compliance regarding final stabilization for 100 East end Road and 3 John powers Lane</p> <p>Awaiting Request for Certificate of Compliance for completed work and Notice of Intent for remaining work associated with Century Mill Estates.</p>

10. **Conservation Land updates**

**Review of budget FY24**

*Conservation Agent provided update of starting budget, remaining budget and reminders about major upcoming expenditures associated with projects. Budget will be reviewed on a quarterly basis with commission.*

**Welcome Administrative Assistant to the Town Planner/Conservation Agent**

*Conservation Agent and Conservation Commission welcome Lauren Ducat, who has recently been hired as the Administrative Assistant to the Town Planner/Conservation Agent. She will be starting in September but was willing to attend a meeting to be introduced to the commission.*

**Discussion regarding DRAFT Wetland Bylaw Regulation Revisions** Potential Article for Annual Town Meeting Spring 2024 – *regarding revisions to local Wetland Bylaw and associated regulations as revised during the Nashua River Community Resilient Lands Management Project*

*Draft Revisions may be reviewed in Town Hall Conservation Department or online under “current projects” on Conservation webpage following meeting. This item shall be kept on the agenda for visibility purposes. Commission discussed other opportunities to provide outreach specific to the revised regulations. Concepts highlighted were notices in the paper, providing draft to local partners for their newsletters and websites, social media, and physical meetings where the revisions are discussed.*

**Minutes:** 7/25/2023

**Conservation Land updates**

Bolton Trails Connectivity Improvement Project: *Continue coordination*

**Trail Stewardship Authorized Projects:**

Vaughn Hill Woodside Drive Trail Head – *removal of post, sand trail sign, repaint trail sign, install water bars utilizing material from site as previously approved locations.*

Vaughn Hill - *re-route steep section with restoration work to include switchback*

Ongoing Bowers Spring Flanagan Road Trail Head – *Invasive Species removal, maintenance of Norway spruce line/removal of invasives and encroachments, maintenance of tree islands within field areas.*

Welch Pond – *Trail extension to Sawyer Road*

**Opportunity:**

**Volunteer Land Steward position** – *available*

**Conservation Commission** – *available*

**Open Space and Recreation Plan Update** *Open Space and Recreation Plan Survey open for responses until October 1<sup>st</sup> 2023.*

**OSRP Survey** link [HERE](#)

For all inquiries regarding these opportunities please contact the Conservation Agent, call 978-779-3304 or email [rbucciaglia@townofbolton.com](mailto:rbucciaglia@townofbolton.com)

11. **Chair Brian made a motion to adjourn the August 15<sup>th</sup> 2023 meeting of the Conservation Commission at 8:30pm. Paal seconded, all unanimously, AYE. Roll call vote: JG, LS, BB, PB, AYE.**