

**Pembroke Conservation Commission
Minutes of the Meeting of
May 2, 2016**

*Disclosure: These minutes are not verbatim – they are the administrative agent's interpretation of what took place at the meeting.
All materials presented during this meeting are available in the Conservation Office.*

Open Meeting Law, G.L. c. 30A § 22.

Agenda – May include topics not reasonably anticipated by the Chair at time of posting of the meeting.

Open Meeting Law, G.L. c. 30A § 20.

Attending: Richard B. Madden; Bob Clarke; Sharon Tuells; and Andrew Stevenson
Absent: Patti DeVore; Art Egerton; and Scott Glauben
Staff: Bob Clarke, agent; and Mary Guiney, administrative agent
Location: Town Hall, Veteran's Hall
Opened: 7:30 p.m.

Member Andrew Stevenson acts as chairperson for the evening.

Resident Greg Walsh is in attendance. He is interested in becoming involved with the conservation commission.

Discussion: Request to use Herring Run Park on Sunday June 12, 2016 from 11:30 a.m. to 2:00 p.m. for First Church in Pembroke Sunday School Picnic

This is an annual event. The commission notes that the First Church in Pembroke is responsible for cleaning up after the event and that there will be no charge for electricity. If requested, the applicant must contact the commission office to arrange for electricity.

Motion to allow the submitted request: Bob Clarke

Second: Rick Madden

All in favor

Discussion: Wild Parsnip

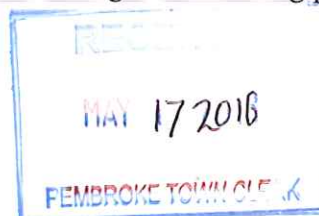
Member Rick Madden will take a walk through the area prior to the next meeting and will provide a status report at that time.

Discussion: Mattakeesett Ball Fields

Agent Bob Clarke states that the gates are installed and that the baseball coaches have been issued keys. The park still needs a gate near the DPW garage. Assistant DPW Director and member Scott Glauben (not present) should be able to report on this next meeting.

Discussion: 234 and 242 Valley Street (DEP file nos: SE56-948 and SE56-949)

No activity. It was noted that the conservation office signed a building permit for 230 Valley Street (DEP file no. SE56-947) today.



Discussion: Minutes

Agent Bob Clarke states that the commission is currently buried in minutes. He states that the first priority of the office is to ensure that the paperwork meets deadlines as required by statute, as well as preserving the record for the future reference and that the minutes are not necessarily a priority. He reminds the commission that the nine (9) page Special Conditions portion of the Order of Conditions reviewed and issued by the commission at the last meeting was NOT prepare by the applicant, but rather was the work of the administrative agent Mary Guiney. The applicant and the peer review engineer provided input to the final document with the approval of the commission, but the work was performed by Ms. Guiney. In addition, this year alone, the commission has already reviewed and approved a subdivision on Washington Street, and numerous small projects. Currently the commission anticipates the filing of two more major projects. He further states that the part-time office is quite busy with lots of foot traffic and interruptions. The commission does need to keep up with the minutes and recommends that the commission consider the following actions: 1.) pay for additional hours to allow the administrative agent to perform the work; or 2.) have someone else perform the work. Agent Bob Clarke would like the commission to authorize the release of monies from the wetland fee account to allow Ms. Guiney to complete the missing minutes. The commission agrees.

Motion to release monies from the wetland fee account in the amount of eight (8) additional hours per week to allow the administrative agent to catch up on minutes: Bob Clarke

Second: Sharon Tuells

All in favor

Minutes: March 29, 2016

Motion to accept the minutes: Bob Clarke

Second: Sharon Tuells

All in favor

Review of Mail Folder

Acting Chairperson Andrew Stevenson reviews plans for Adams Square Condominiums, a proposed assisted living facility, to be located on Cross Street/Route 139. The conservation commission has received a Notice of Intent filing for this project. Copies of the plans and NOI were distributed to members

Adjournment

A motion was made by Rick Madden to adjourn the meeting at 8:00 p.m. Second by Sharon Tuells. All in favor.

