

**Pembroke Conservation Commission
Minutes of the Meeting of
February 6, 2017**



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: Andy Stevenson, chairperson; Scott Glauben; Rick Madden; Bob Clarke, agent (arrives at 7:45 p.m.); Sharon Tuells; and Art Egerton (recording)

Absent: Greg Walsh

Staff: Bob Clarke, agent; and Mary Guiney, administrative agent

Location: Town Hall, Veteran's Hall

Opened: 7:30 p.m.

Chairperson Andy Stevenson opens the meeting at 7:30 p.m.; and reads the names of members and staff in attendance. Agent Bob Clarke is representing the conservation commission at the Selectboard meeting with regard to an Application for Determination of Eligibility under MGL c.40B for potential development on Water Street. (Mr. Clarke arrives at 7:45 p.m.)

Appointment: Dave Mallen, candidate for Open Space Committee vacancy

Mr. Mallen, a retired civil engineer with the City of Boston, has been interested in Pembroke's Open Space since he moved to Pembroke. At that time he had only a limited time to volunteer. He attended the community meeting held with the Conway School on January 26th as a member of the Historic District Commission and was very impressed with the presentation by the Conway students.

Motion to appoint Mr. Mallen to the Open Space Committee: Art Egerton

Second: Rick Madden

All in favor

Discussion: MACC Conference on March 4, 2017 at Holy Cross College

Member Art Egerton has already submitted his registration request for attendance.

Member Rick Madden requests that he be registered to attend the same classes.

Discussion: Wild Parsnip

Member Rick Madden would like the contact information of the landscape company who made a presentation last fall. He would like to get in touch with him so that he can get things moving before the spring. Mr. Madden also informs the commission that he has identified approximately 6 plant located on the corner of the Lage property.

Discussion: Mattakeesett Ball Fields

Member Rick Madden has been working with Member Greg Walsh to get a good solid proposal together. Mr. Madden also provides a handout to members on Northern White Cedar.

Discussion: Conway Graduate School of Landscape Design presentation of update to Open Space Plan and Community Meeting

Members Art Egerton and Rick Madden attended the community meeting with the Conway School on January 26th. They were both impressed with their presentation. Mr. Egerton stated that they were really on top of things necessary to update the open space plan. Mr. Madden stated that they have done their homework with respect to long term trends and the needs of the community.

Mr. Egerton expressed an interest in attending the students presentation to the Conway School faculty and staff on February 24, 2017 at 2:00 p.m. in western Massachusetts.

Minutes of the Meeting: Executive Sessions held on May 16, 2017 and January 23, 2017

Member Rick Madden questions if any of these minutes are those under discussion and review by the Selectboard that is being held in executive sessions.

Motion to release the executive session minutes of May 16, 2016 and January 23, 2017 as the reasons for the valid executive session have been served: Art Egerton

Second: Rick Madden

Roll Call Vote:

Andy Stevenson: yes

Rick Madden: yes

Bob Clarke: yes

Scott Glauben: yes

Art Egerton: yes

Sharon Tuells: yes

Minutes of the Meeting: March 7, 2016

Motion to accept the minutes: Scott Glauben

Second: Rick Madden

All in favor

Minutes of the Meeting: January 9, 2017

Motion to accept the minutes with the correction of the year of meeting: Scott Glauben

Second: Rick Madden

All in favor

Minutes of the Meeting: January 23, 2017

Motion to accept the minutes: Scott Glauben

Second: Rick Madden

All in favor

Appointment: Interview with Rachel Michael, candidate for Administrative Agent position vacancy

Ms. Michael has submitted a very impressive resume of credentials for the position. In addition, she is currently working as the executive assistant for the Community Preservation Committee and is a Pembroke resident. Ms. Michael fields questions from the commission on the professional experience listed on her resume.

During the questioning session, the commission introduces themselves to Ms. Michael and provides a brief biography of their own interests in serving on the conservation commission.

Agent Bob Clarke informs the commission that Ms. Michael has been into the office and understands how it works. She was also a contender for the position 3 ½ years ago when the current Administrative Agent was hired. He is very happy that she applied again. Mr. Clarke explains that the position is under the direction and supervision of the conservation commission and is eligible for benefits. Office hours for the position are flexible and can be arranged to suit Ms. Michael's schedule, if she chooses. He has asked if Ms. Michael is available to work on an interim/temporary basis for the commission and she has agreed.

The position was advertised by the town administrator's office with a closing date of February 24, 2017. To date, Ms. Michael is the only applicant for the position that the commission knows about.

Motion to hire Rachel Michael as the temporary administrative agent until February 27, 2017: Rick Madden
Second: Sharon Tuells
All in favor

Agent Bob Clarke requests that Ms. Michael be registered to attend the upcoming MACC conference so that a place can be held for the successful candidate.

Chairperson Andy Stevenson makes a statement on behalf of the board thanking the current administrative agent Mary Guiney for her service and commitment to the commission. He wishes her well in her new position.

Discussion: Indian Head River (IHR) Trail Grant Program

Agent Bob Clarke updates the commission on the status of the application which was submitted during the week. The application contains letters of support from the Towns of Hanson and Hanover; Hanover Open Space Committee; Wildlands Trust; North/South River Watershed Association; and Doctor Roberts.

Discussion: Solutions for Health Waters Conference, March 16, 2017 at Camp Kiwannee, Hanson

Member Art Egerton has been hired to videograph the conference. A copy of the conference overview is included in the mail folder. Member Rick Madden would like to attend. Member Scott Glauben wants to check his schedule as he too would like to attend. Administrative agent Mary Guiney informs the commission that she has sent an email requesting a payment voucher from the coordinators so that commission members can register and attend. Mr. Glauben requests that the item be put on the next agenda for further discussion.

Request for Certificate of Compliance (COC) -19 Canoe Club Lane (DEP file no.: SE56-927)

Agent Bob Clarke is recommending the issuance of a complete COC for this property as the site is substantially complete. Member Scott Glauben does not agree – the site is sloppy.

Motion to issue a complete COC: Bob Clarke

Second: Rick Madden

Vote: 5-0-1 For-Against-Abstain (Scott Glauben abstains for the above-stated reason).

Order of Resource Area Delineation (ORAD) – 70 Old Cart Path Lane (DEP file no.: SE56-977)

Agent Bob Clarke reminds the commission that at the last meeting the applicant's representative stated that he relied on the 2015 USGS map to determine that the river was intermittent and not perennial. Both Mr. Clarke and administrative agent Mary Guiney have been pushing the representative to provide the map that he relied on for the determination. Mr. Clarke and Ms. Guiney have also reviewed MassGIS, the current USGS map available in the conservation office, and historic topographic maps which indicate that the river is perennial. A copy of the map and correspondence received on this date from the representative revealed that the wetland scientist relied on a MassGIS topographic (an amalgamation of various quad maps) to make his determination. He did not pull and review the actual USGS quad map for the site. After a review of the map and correspondence, Agent Bob Clarke is recommending that the commission vote to designate the stream as perennial on the ORAD.

Mr. Clarke makes a motion to issue the ORAD with the following conditions:

“ACCURATE: The boundaries described on the referenced plan(s) above and in the Abbreviated Notice of Resource Area Delineation are accurately drawn for the following resource area(s):

-Bordering Vegetated Wetlands

-Other resource area(s), specifically: Top of Bank for the east side of the perennial stream was determined to be accurate.

MODIFIED: The boundaries described on the plan(s) referenced above, as modified by the Conservation Commission from the plans contained in the Abbreviated Notice of Resource Area Delineation, are accurately drawn from the following resource area(s):

-Other resource area(s), specifically: The intermittent stream as shown on the plan has been determined to be perennial based on a review of the USGS maps and field observations of the site.

INACCURATE: The boundaries described on the referenced plan(s) and in the Abbreviated Notice of Resource Area Delineation were found to be inaccurate and cannot be confirmed for the following resource area(s):

- Other resource area(s), specifically: The intermittent stream as shown on the plan has been determined to be perennial based on a review of the USGS maps and field observations of the site.

Second: Scott Glauben

All in favor

Documents signed:

- Voucher: MACC Environmental Conference for Art Egerton
- Agent payroll
- Voucher: extra hours for administrative agent
- Order of Resource Area Delineation (ORAD) for 70 Old Cart Path Lane (DEP file number: SE56-977)
- Voucher: copies at Staples
- Gatehouse Media bill
- Complete COC for 19 Canoe Club Lane (DEP file no.: SE56-927)

Adjournment

A motion was made by Bob Clarke to adjourn the meeting at 8:30 p.m. Second by Rick Madden. All in favor