

Town of Ayer Conservation Commission

Town Hall * One Main Street * Ayer, MA 01432 * 978-772-8249 * 978-772-8208 (fax)

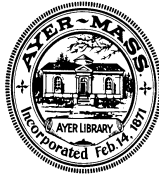
Minutes for **08/12/10** – **Approved 4/28/11**

Location: Town Hall, 2nd Floor Meeting Room

Members present: Bill Daniels (BD, Chair), Dave Bodurtha (DB, Vice-Chair), George Bacon (GB), Takashi Tada (TT, Clerk), Jess Gugino (JG), Becky DaSilva-Conde (CA, Conservation Administrator)

7:00 PM – Open Meeting

- **Pledge of Allegiance**
- **Announcements**
 - Memo from Lycott Environmental re: weed treatment at Spectacle Pond for Town of Littleton.
 - Massachusetts Lakes and Ponds Newsletter
 - Topics include zebra mussels and forming a pond association.
- **Payables**
 - Lowell Sun: \$107.10 for legal notices – Lot 9 Patriot Way and 83-85 West Main Street
 - Both applicants have provided payment.
 - GB moved to approve payment of \$107.10 to Lowell Sun; JG 2nd.
 - Motion approved unanimously.
 - Lowell Sun: \$57.80 for legal notice – Epic Enterprises (applicant has provided payment).
 - GB moved to approve payment of \$57.80 to Lowell Sun; JG 2nd.
 - Motion approved unanimously.
 - Ben Meadows: \$224.42 for CA's soil auger and field notebook.
 - GB moved to approve payment to Ben Meadows, from Wetlands Funds; JG 2nd.
 - Motion approved unanimously.
- **Public Meeting: RDA – Home Addition, 8 Mountain View Avenue**
 - Jess Gugino, 8 Mountain View Avenue, presented an RDA for buildout of second floor of home (addition above garage).
 - No excavation, plumbing, or heavy equipment will be used.
 - Onsite dumpster will collect debris, including roof shingles, and be hauled away.
 - Commissioners had no issues with the application.
 - GB moved to issue a Negative Determination; DB 2nd.
 - Motion approved by vote of 4 in favor (JG abstained).
- **Member Reorganization**
 - Committee Representatives
 - JG eagerly volunteered to serve as representative to the Community Preservation Committee (CPC).
 - GB moved to approve JG as CPC representative; TT 2nd.
 - Motion approved by vote of 4 in favor (JG abstained).
 - DB nobly agreed to continue as Stormwater Committee representative.
 - GB moved to approve DB as Stormwater representative; JG 2nd.

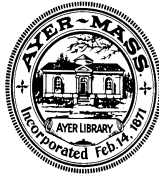


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- Motion approved by vote of 4 in favor (DB abstained).
 - The Commission did not choose a member to sit on the Comprehensive Plan Implementation Committee (CPIC) as the status of that committee was unclear.
- Chairman: DB nominated BD to continue as Chairman; GB 2nd.
 - BD humbly accepted the nomination.
 - Motion approved by vote of 4 in favor (BD abstained).
- Vice-Chairman: TT nominated DB to continue as Vice-Chairman; GB 2nd.
 - DB respectfully accepted the nomination.
 - Motion approved by vote of 4 in favor (DB abstained).
- Clerk: DB nominated JG to serve as Clerk; TT 2nd.
 - JG graciously accepted the nomination.
 - Motion approved by vote of 4 in favor (JG abstained).
- **CA Updates**
 - Stormwater: No meeting in July due to schedule conflicts and transition to new Town Administrator.
 - New Town Administrator, Robert Pontbriand, has some prior stormwater implementation experience in Fitchburg.
 - Epic Enterprises: Conducted site inspection for fence installation project.
 - Erosion control consists of silt fence only – no hay bales.
 - Fence contractor wants to install posts closer to the wetland crossing for structural integrity.
 - CA not overly concerned about the change in plans. Potential for impact to wetland is low.
 - Office Files: Please provide a list to CA of all files “checked out.”
 - File cabinets are not lockable.
 - Not sure if WPA funds are available to upgrade to lockable cabinets.
 - Extension Request: CA is borrowing from Chelmsford example.
 - Will be included in the Wetland Packet.
 - Town Website: Would like to be able to post more information online.
 - DB: Communications Committee meets next week – will provide an update.
 - Website is being migrated to a new server with easier access for updates.
 - MUNIS Updates: Dave Maher, Economic Development Director, has looked into alternatives to MUNIS, which is expensive, clunky, not customizable, and comes with poor technical support.
 - Mr. Maher and Mr. Pontbriand have identified a hardcopy archival system as a top priority.
 - CA: We need to get the Conservation database in order.
 - GB suggested partnering with Building Inspector and Town Clerk to implement a Plan.
 - DB summarized the problems with Town’s record keeping: a lack of coordination from the top; insufficient IT infrastructure and support; poor decisions (MUNIS,



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document scanner); lack of knowledge re: laws and requirements of file handling and storage.

- Donations: How to make a donation to the Ayer Greenway Committee?
 - GB: Can set up an account through the Town Treasurer. The Historical Commission has such an account.
- 71 Sandy Pond Rd: Mark Velarde's OOC expires next month; he requested an extension.
 - Site Visit scheduled on Saturday, 8/28/10, at 9:00 AM.
- New England Way: Roger Kinniard requested an extension to his OOC.
- 9 Bishop Rd: Looking to close out the project (COC).
 - Site Walk scheduled on Saturday, 8/28/10, following 71 Sandy Pond Rd.
- Park Street: Violation Notice or Enforcement Order?
 - Commission thought an Enforcement Order was warranted in this case.
- Autumn Ridge: Unauthorized soil pile remains on the site.
 - CA said Woodstone Homes are the new owners of the project, and the OOC remains open (was extended).
- Elizabeth Estates: A site visit is needed to review the project status.
- Ridgeview Heights/Pingry Hill: Several issues on the site are in need of review.
 - DB also expressed concern about conditions along Route 2A/110.
 - A Site Walk is tentatively scheduled on Saturday, 9/11/10.

• Member Updates

- JG: Stratton Hill – Dave Moulton is installing check dams and enhancing the stormwater detention basins.
- GB: Stratton Hill – Conservation Restriction vs. land donation
 - Attorney Bob Collins was supposed to provide additional information to the Commission before the Fall Town Meeting Warrant closes.
- DB: Pond View Estates roadway acceptance status?
 - CA: No news.
- DB: Sandy Pond 3 status?
 - Nothing new.
- DB: Emily's Way proposed subdivision.
 - The stormwater outfall along Groton-Harvard Rd might be in wetland area.
- DB: Fire at Routhier Tire Facility
 - Firefighters had to spray foam to control the fire.
 - GB: Should let DEP know about the fire (project under DEP superseding OOC).
 - Should also ask Chief Pedrazzi for chemical information about the foam.

• 10:35 PM – Adjourn Meeting

- GB moved to adjourn; JG 2nd.
 - Motion approved unanimously.