

Town of Hanover Conservation Commission

Hanover Town Hall, 550 Hanover St.
2nd Floor Meeting Room



MINUTES for January 17, 2018

Approved: 2/7/18

Those Members and Staff present: Chair Brian McLoone, Vice Chair Lisa Satterwhite, Hearing Officer Frank Brierley, Commissioner James Vaille, Commissioner Robert Sennett, Conservation Agent Sandra MacFarlane

Others: as per Sign-In Sheet

Those not present: Assoc. Member Duke Magoun

6:30 PM

I. ANNOUNCEMENTS & DATES TO REMEMBER: Chair McLoone opened the meeting, noting that Selectman Dockter was in attendance, and made the following announcements:

1. Next Meetings: February 7¹ & February 21², 2018³
2. One Associate Member position on the Conservation Commission are available.
Volunteer applications are available at the Selectmen's Office or online at the link:
http://www.hanover-ma.gov/sites/hanoverma/files/file/fy_14_talent_bank_application.pdf
3. Member or Member's designee needed as voting member on Community Preservation Comm.

II. PRESENTATION: Wildlands Trust- 2018 Recreational Trails Program (RTP) Grant

The Conservation Agent introduced Mr. Conor Michaud, Community Stewardship Coordinator for the Wildlands Trust of SE Massachusetts and explained that Mr. Michaud had information regarding a grant opportunity to connect Hanover, Hanson, and Pembroke trails along the Indian Head River. Mr. Michaud gave a brief history of the regional trail system and noted that the grant covered amenity improvements, interpretive kiosks/signage, trail maintenance, and trail marking. He pointed out that in 2017 an application for the RTP Grant for the improvement of the Indian Head River trail system was submitted with our support, but unfortunately was not chosen for the funding. The Commission reviewed a draft support letter and considered matching funds (as did Pembroke and Hanson) of up to \$1,000 from the Conservation Land fund for the kiosk and educational trail signage at Hanover's Chapman's Landing (in addition to the grant project) and other similar projects within the trail system. It was also noted that the grant includes the creation of new trail maps to include historic photos from all three towns. The Commission agreed that this is a very exciting and important project for Hanover conservation and open space efforts.

VOTE: Upon a motion and second made by Members Sennett and Brierley, it was voted to approve the kiosk and educational trail signage project and use of the Conservation Land Fund. Upon a motion and second made by Members Satterwhite and Vaille, it was voted to issue a support letter for submission with the grant application.

III. ACTION ITEMS:

1. Certificates of Compliance
 - a. SE 31-1101, 342 Circuit St.- No action taken.
 - b. SE 31-990, 70 River Rd.- VOTE: Upon a motion and second made by Commissioners Vaille and Satterwhite, it was voted 5-0-0 to issue a Certificate of Compliance.

¹ NOI, RDA, ANRAD applications are due no later than NOON on January 24 for February 7 meeting.
All other documents for Commission action are due no later than noon on January 31 for the January 17 mtg.

² NOI, RDA, ANRAD applications are due no later than noon on February 7 for the February 21 meeting.
All other documents for Commission action are due no later than noon on February 14 for the February 21 mtg.

³ Future Meeting dates: February 7 and 21, March 7 and 21, 2018

IV. PUBLIC HEARING:

1. **962 Washington St.- BL 17-78, SE 31-1167-** NOI- *for parking exp'n/stmw upgrade in BZ to IVW (continued from the 1/3/18 meeting)*

PRESENT: none

VOTE: Upon a motion and second made by Members Brierley and Satterwhite, it was voted 5-0-0 to continue the hearing to 2/7/18 at 6:45 PM as per the applicant's request due to pending stormwater reports and calculations.

V. ADMINISTRATIVE:

1. Agent's Report

- **Fireworks Site** - Work continues at the site on a limited basis with security remaining at required levels. A site inspection is planned for early February, and/or as resource area issues arise.
- **212 Brook Circle Violation**- The enforcement order is on hold as efforts continue to coordinate a Spring delineation at this site with the property owner.
- **70 River Rd.**- A meeting was held on 1/16/18 in the Conservation Office with the former property owner of the lot (who is also a former member of the North River Commission), the current property owner and myself. The North River Protective Order and the Rivers Protection Act were reviewed as they pertain to the Order of Conditions, SE 31-949 issued for this single-family house project. It was established that the obligation of the property owner to the Order of Conditions has been met.
- **342 Circuit St.**- A request for COC was received for work at this site permitted in 2015 under SE 31-1101. A site inspection was conducted on 1/17/18 which found the site to have various issues, including a large amount of plowed snow in wetland areas, large roll-off dumpsters and metal debris in the no-touch setback that is causing damage and disease to mature buffer trees, inadequate stormwater management on site, and similar. In regard to the OOC, required items not completed include the installation of permanent setback markers and cape cod berm near the loading dock. A call was made to the App's engineer regarding resolution of these issues. The COC process is on hold.
- **466 Broadway**- As a result of receiving a preliminary plan from the Planning Board, I sent a memo noting that the proposed work for this single-family house project is within the Commission's jurisdiction. A brief meeting took place this morning with Grady Consulting to review the existing Conservation files for this site as well as the abutting property. A Notice of Intent application is pending.
- **Village Park Project**- A request for permit information was received for the Village Park project that was permitted in 2000-2001 under SE 31-937. A meeting is pending with the Applicant's engineer for pre-submission review for additional alteration at this site.
- **390 Broadway**- An inquiry was received for file copies due to a pending sale. An open 1986 Order of Conditions exists on this property for the construction of a barn which was constructed approx. 10 ft. from a wetland. A Certificate of Compliance (COC) request was received in 1999, but placed on hold by a former Conservation Agent, as per her site inspection report stating that she *had no access to the site*. A Determination of Applicability was issued in 2000 for replacement of a failed septic system proposed greater than 50 ft. from the wetland, but the COC was not revisited at that time. A site inspection is scheduled as a result of a new Request for COC.
- **Merchant's Row**- An Notice of Intent application is pending for a redevelopment project at this site that includes the demolition of the buildings, complete re-grading of the site for stormwater management improvements, and the construction of up to three new retail structures- *(It will not include the corner structure that contains the Eating Establishment as that is a separately owned property)*. The submission is expected for tomorrow and will be available for the Commission's review in the afternoon.
- **Leadership Training**- I attended a seminar on 1/11/18 presented by retired Police Chief Ron Glidden. It provided tools for improving employee morale, accountability, and performance in the work place. It was quite informative and beneficial.
- **Conservation Rules and Regulations**- I am in the process of preparing sections of the Rules and Regs for review by the Commission. The update is necessary due to changes in procedures, policy, and DEP standards.
- **Conditions Review**- The standard OOC contains requirements that pertain to all permits regarding both the WPAct and the TOH WPBylaw and as they have not been updated in some time, they are in need of updating. One additional condition being considered is the submission of an Invasive Species Removal and Maintenance condition to allow applicants to reduce the presence of invasives on all sites going forward using DEP's standard methods. Another condition being considered is for the submission of written proof of applications/permits for all other TOH Dept's, committees, or agencies that pertain to each site. This would be an extension and clarification of the existing standard condition regarding other required permits. Any revisions will be available for Commission review/approval at future meetings.
- **Conservation Office Intern**- Azra Tukic, Bridgewater State College student in the Masters of Pubic Administration, who completed her internship in the Conservation Office has returned as an intern for the Finance Dept. Since mid-December there has been no administrative support assigned to the Conservation Office.
- **Vaca Schedule**- I will be using vacation time on January 19 to attend the Mass Municipal Association conference in Boston, from Monday January 22 - Thursday January 25th, and Thurs -Friday, February 8 and 9.

2. Minutes- 12/20/17 & 1/03/18- Upon a motion and second made by Members Sennett and Satterwhite, it was voted 5-0-0 to approve both sets of minutes.
3. Correspondence- Reviewed without comment.
4. Other- *Those items not reasonably anticipated by the Chair within 48 hours of the meeting-* None

7:37 PM- Upon a motion and second made by Member Sennett and Vaille, it was voted 5-0-0 to adjourn the meeting.

Minutes Respectfully Submitted by Sandra D. MacFarlane, Acting Conservation Agent,
DMI, Conservation Office

Documents provided at the meeting:

- 1/17/18 Agenda
- 1/17/18 RTP Grant letter of support
- 2018 RTP Grant
- Request for COC packet for 342 Circuit St.
- Request for COC packet for 70 River Rd.
- NOI application packet for 962 Washington St.
- 1/17/18 Agent's Report
- 12/20/17 draft Minutes
- 1/03/18 draft Minutes