



Town of Westminster

11 SOUTH STREET
MASSACHUSETTS 01473
FROM THE OFFICE OF THE

CONSERVATION COMMISSION

Phone: (978) 874-7413 * Fax: (978) 874-7411

MINUTES OF MEETING

August 12, 2021

RECEIVED

2021 OCT -7 AM 8:46

TOWN OF WESTMINSTER

**The meeting was held in room 205 in Westminster Town Hall or accessed remotely by ZOOM at
<https://us02web.zoom.us/j/7370885635> Meeting ID: 737 088 5635 or One tap mobile
+19292056099,7370885635# US**

**To: Selectmen
Board of Health
Building Commissioner
Town Clerk**

Present: Chairman Dan Bartkus, Vice Chair Gary Smith, Members: Tim Sheehan, Robert Gendron (remote 7:40 pm), Carrie Monty (remote 7:14 pm), Agent Matt Marro, and Secretary Susan Kalagher

Absent: none

Guests: Michele Munger, John Wolkovich, Tim Cooley, Alan Mayo

Guests Joining by ZOOM: J. Votruba, Meg Pfaff, Brian Carlson, M. Ferris, Rob Serverski, Wes Flis

Documents, Plans and other Exhibits

1. Plan – Lot 13A White Pine Drive
2. RFD – 21 Lake Drive East
3. RFD – Opposite 19 & 20 Lake Drive East
4. RFD – Messiah Lutheran Church
5. Plan – 42 Lake Drive West
6. Plan – Woodside Cemetery
7. Plan – 14 Edgewood Road
8. Plan – 36 Gatehouse Road

Gary Smith called the Zoom meeting to order at 7:02 pm. The meeting was not recorded.

2 RFDs continued from July 1, 2021

21 Lake Drive East

&

Opposite 19 & 20 Lake Drive East

Wolkovich & Munger

7:05 pm The continuation of the public meeting for two Requests for Determination filed by John Wolkovich and Michele Munger was opened. Matt Marro shared the plan on the screen. Matt Marro arranged a site visit to determine if any trees could be saved. The Commissioners were in agreement that all trees would be removed. After a motion to approve as a negative determination, it was unanimously voted to approve the amended plan. The public meeting was closed at 7:09 pm.

**RFD continued from July 1, 2021
18 Camp Pineshore
Messiah Lutheran Church**

7:10 pm The public meeting was continued to September 2, 2021. A representative for Camp Pineshore was not present.

**NOI Continued from July 22, 2021
42 Lake Drive West
Pfaff**

7:10 pm The continuation of the public hearing requested by Margaret Pfaff for the construction of a detached garage, gravel driveway, decks, and associated grading at 42 Lake Drive West was opened. Julian Votruba of New England Environmental Design gave the overview of the project. Commissioners visited the site and made a motion to approve the plan with the condition that helical piers be used to minimize disturbance in the buffer zone. The motion passed with all in favor and the public hearing was closed at 7:16 pm.

7:14 pm Carrie Monty joined the meeting.

MINUTES

The following Minutes were approved with Dan Bartkus abstaining:

- Minutes of June 10, 2021
- Minutes of July 22, 2021

**RFD
36 Gatehouse Road
Young / Rocheleau**

The public meeting was not opened. The owner and/or the representative were not present.

**RFD
14 Edgewood Road
Young / Archambault**

The public meeting was not opened. The owner and/or the representative were not present.

**RFD
Woodside Cemetery off Narrows Road
Cemetery Department**

7:30 pm The public meeting for the expansion to the Woodside Cemetery off Narrows Road was opened. Alan Mayo brought in a plan drawn by Chris Mossman. Matt Marro displayed the plan on the computer for everyone to view. The expansion would allow for approximately 160 grave sites. About 12 trees will be removed.

Impacts to the wetland area will be minimized using silt fence and there will be no work within 25 ft. of the vernal pool. Matt Marro made a site visit and recommended approval as a negative #3. A roll call vote was called and the project was unanimously approved. The meeting was closed at 7:36 pm.

**CONTINUATION NOI
Lot B -13 A White Pine Drive
Carlson / Traditional Concepts**

The Commission voted to continue to September 2, 2021 upon request by the applicant. Dan Bartkus recused from the vote.

7:40 pm Robert Gendron joined the meeting

ENFORCEMENTS

1. **8 Winters Drive** / Woodruff: Matt Marro sent Mr. Woodruff the ratified Enforcement Order instructing him to remove the granite posts in the right-of-way by August 31, 2021 and failure to do so shall result in a monetary penalty of 100 dollars per day.
2. **Hy Road** – The owner of property has not responded to the Enforcement Order for dumping fill into the wetland and Matt Marro will begin to send fines of 100 dollars per day.
3. **White Pine Drive** – Wes Flis of Whitman & Bingham Assoc. gave an update on the remedial work as discussed during the previous site walk. Matt Marro will visit the site and compare the checklist to work that has been completed and will invite Josh Hall and Commissioners to join him. Wes Flis responded to Rob Gendron's questions regarding runoff and erosion protection. The public hearing has been continued to September 2, 2021.

EXTENSION

The following extension was approved upon motion by Tim Sheehan and second by Carrie Monty. Gary Smith abstained.

1. 207 South Ashburnham Road / Smith / #336-0809

The meeting was adjourned at 7:59 pm.

Respectfully submitted,

Gary Smith
Vice Chairman
(prepared by Susan Kalagher)

