



# **Town of Westminster**

11 SOUTH STREET  
MASSACHUSETTS 01473

FROM THE OFFICE OF THE  
**CONSERVATION COMMISSION**

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

## **MINUTES MEETING July 17, 2013**

**To: Selectmen  
Board of Health  
Building Commissioner  
Planning Board  
Highway Department  
Town Clerk**

**Present:** Chairman Dan Bartkus, Co-Vice Chairs: Gary Smith, Gregg Buckman, Members: Tim Sheehan, John Regan, Secretary Susan Kalagher

**Absent:** Robert Gendron

**Guests:** Richelle Brown, David Taylor, Katherine Dobbs, Chris Mossman

### **Documents and other Exhibits:**

1. Plan – 16 Lake Drive West
2. Plan – 5 Gatehouse Road
3. Plan – 52 Lake Drive West
4. Plan – 8 Winturri Drive
5. Plan – Davis Road, lot 1
6. Plan – 16 Lakewood Park Road
7. Plan – Notown Road (DPW)

Dan Bartkus opened the Meeting at 7:00 p.m. The meeting was not recorded.

### **Master Plan**

Richelle Brown represented the Master Plan Committee and gave an update of the progress on the new Master Plan that will be presented at Town Meeting in 2014.

### **Conservation Agent's Report**

Bob Maki noted erosion around the detention ponds at the Business Park after intense rain events. Glenn Krevosky will report on this.

**Minutes**

The following minutes were approved and signed.

- July 10, 2013

**NOI  
16 Lake Drive West  
Leger**

7:25 pm. The public hearing for the rebuilding of a wall, 2 sets of stairs, and for using sonotubes to support the camp and shed at 16 Lake Drive West was opened. Linda Leger submitted proof of abutter notification at the meeting scheduled for June 26, 2013. The Commission did not have quorum and the meeting was not opened and the hearings were rescheduled to July 17, 2013. Ms. Leger was away and Bob Maki gave the overview of the project. After review, the Commission unanimously approved the plan after a motion by Gregg Buckman, and second by Tim Sheehan. The public hearing was closed at 7:29 pm.

**NOI  
5 Gatehouse Road  
Taylor**

7:30 pm. The public hearing for the removal of brush from around the perimeter of the property, construction of a shed and the installation of a fence at 5 Gatehouse Road was opened. David Taylor provided proof of abutter notification and gave the overview of the project. After review, it was unanimously voted to approve. The public hearing was closed at 7:35 pm.

**NOI  
52 Lake Drive West  
Cooley**

7:35 pm. The public hearing for an addition and various improvements to an existing single-family house at 52 Lake Drive West was opened. Proof of abutter notification was submitted. Chris Mossman gave the overview of the project and brought in a revised plan. Mr. Cooley would like to tear down the existing camp and rebuild it as a shed. The 11% grade was discussed and Mr. Mossman recommended that silt fencing be professionally installed. The driveway will be graded base or crushed stone. After review, it was unanimously voted to approve upon motion by Gregg Buckman and second by Gary Smith. The public hearing was closed at 7:40 pm.

**RFD  
8 Winturri Road  
Lingard**

7:40 pm. The public meeting for the replacement of a retaining wall at 8 Winturri Road was opened. Mr. Lingard was not present. Bob Maki made a site visit and gave the overview of the project. Gary Smith also made a site visit. The plan was unanimously approved upon motion by Gary Smith and second by John Regan. The public meeting was closed at 7:45 pm.

**RFD  
Davis Road - Lot 1  
Martin**

7:45 pm. The public meeting for grading for a driveway and front yard for a new single-family house on Lot 1 Davis Road was opened. Mr. Martin was not present and Chris Mossman gave the overview of the project. A septic system will be installed outside of the buffer zone. A silt fence will be needed. The plan was unanimously approved upon motion by Gary Smith and second by Gregg Buckman. The public meeting was closed at 7:50 pm.

**NOI  
16 Lakewood Park Road  
Dobbs**

7:50 pm. The public hearing for the installation of wooden steps to connect the house with the waterfront portion of the lot and reconstruction of the existing waterfront deck and existing dock at 16 Lakewood Park Road was opened. Proof of abutter notification was submitted. Katherine Dobbs was present. Chris Mossman gave the overview of the project and discussed the significant slope to the water. The series of steps will be installed by hand. The applicant will apply for a Chapter 91 license. A motion was made by Gregg Buckman and seconded by Tim Sheehan to approve the plan. All were in favor. The public hearing was closed at 7:55 pm.

**NOI  
Notown Road  
DPW**

7:55 pm. The public hearing requested by the Westminster Department of Public Works for the replacement of an existing stone culvert with a new box culvert on Notown Road near Rice Meadow Pond access roadway was opened. Chris Mossman gave the overview and discussed the possibility of de-watering using a coffer dam. Erosion control measures were reviewed. The Commission unanimously voted to approve the project. The public hearing was closed at 8:00 pm.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Dan Bartkus  
Chairman  
(prepared by Susan Kalagher)

