

## **MEETING MINUTES**

### **MELROSE CONSERVATION COMMISSION**

**January 18, 2007**

**The meeting came to order at 7:35 p.m.**

Present from the Commission were: Kevin Anderson, Susan Craig-Gerson, Mike Cronan, Susan Murphy and Matt Pecci.

Absent from the Commission were: Richard Doucette, Paul Locke and Steve Locke.

Present from the public was: Erin Madden.

#### **Conservation Administrator**

Chairman Murphy introduced Erin Madden as the new Conservation Administrator. Chairman Murphy is going to meet with Erin after her vacation to go over the position in more detail. Erin is going to work in the office a couple hours a week. The day of the week will soon be determined.

#### **Invoices**

An invoice for secretarial services from Meredith Beauchesne in the amount of \$66.

#### **Motion**

**Commissioner Craig-Gerson motioned to pay the invoice in the amount of \$66 for secretarial services, seconded by Commissioner Pecci, carried unanimously.**

#### **Correspondence**

Mass Wildlife News

Advertising Material from Hancock Associates

Newsletter from the Horsley-Whitten Group

Correspondence for the approval of the sub-division plan for Blueberry Hill Lane, nothing jurisdictional for the Commission.

DEP superseding Order of Conditions for 88 Granite Street for not digging up a ditch for a berm. Commissioner Craig-Gerson reported that the property owner has not done anything yet. The property gets a lot of water and the property owner put in a berm to stop the water but couldn't do that because it is bordering isolated land subject to flooding but it is bordering land. It is small and doesn't need to be compensated so he is just leaving it. Commissioner Craig-Gerson will check back on it in the spring because what is there is retaining the water and doing the job. If the property owner leaves it this way, it is fine.

### **Ordinance**

The Ordinance was discussed at the Aldermen's meeting, the Monday before last. Chairman Murphy went before the Public Service Committee. They talked with Chairman Murphy for about 30 minutes. It may be on the agenda for next Monday, but Chairman Murphy is going to be in Florida until the 22nd. If they want, Commissioner Craig-Gerson can propose it. Chairman Murphy will get the materials to Commissioner Craig-Gerson.

### **28 Rudolf Street** **Certificate of Compliance**

28 Rudolf Street would like to apply for a Certificate of Compliance. Libby Walsh called Chairman Murphy and inquired as to what issues there are at the site. The Commission agreed that the health of the trees is an issue and the matting material over the hillside to hold it together and it is not biodegradable. Chairman Murphy told Ms. Walsh that whole Commission should have another site visit. The Commission has an as-built for the actual conservation land but no as-builts for the house lots. The single-family home is pretty much built and the other one is coming along. Chairman Murphy was out at the site about week ago or so and the owners hadn't finished grading around it. Chairman Murphy will tell Ms. Walsh that the Commission will take a site visit when all of the grading is done. The slope has been seeded about six times. There might be some growth. We will have to wait and see if it will take root and not erode away. If it doesn't vegetate at all, the Commission can not issue a Certificate of Compliance. Normally, what the Commission does is if something has to do with landscaping and they are in compliance but are waiting for something to grow in, we let them know it is fine and have no objection for the Occupancy Permit.

### **Walgreen's** **Main Street**

Nothing from Walgreen's yet. The Commission agreed that a letter should be sent to them reminding them that the Commission hasn't received anything yet. Chairman Murphy is going to send letterhead to Commissioner Anderson, and he will draft a letter to them. One concern is the 30-inch pipe that was previously discussed. The building official is keeping tabs on things.

## **Budget**

Commissioner Anderson gave the Commission a summary. As of tonight, January 18, 2007, the Commission is about half-way through the fiscal year. There are not too many line items that we incurred as expenses. The invoices paid-to-date for Professional Services are on Page Two. Conservation Maintenance is the largest paid to Aquatic Control Technology and seven membership dues for the year. Page Two might be of interest to people. These numbers are only posted by the city. There may be some in pipe line that are not approved yet. There was a payment to BSC a couple of weeks ago in the amount of \$220. This was all of the information that Commissioner Anderson found with the sheets available to him. There may be additional revenue for 07 that we haven't seen, a couple of checks, only small things. Commissioner Anderson is going to try to keep a running total and put it on a page so it doesn't get lost in the shuffle. The Commission can pay a bill out of Fee Revenues if it is related to the Wetlands Protection Act. For advertising, the Commission has \$200, and the Commission usually doesn't use it all. When we treat our ponds, we have to advertise for that. It comes to about \$60 a year. For printing, new trail maps were printed last year, and the Commission should figure out what else we need printed. The Commission had brochures printed for \$300 last fiscal year but will not need any this year. The Commission got about 200 of them. Maybe monies can be used from printing for new trail signs. In Conservation Maintenance, there is \$2,650 left, which covers Aquatic Control Technology for the last season and will pay next year's services out of the next fiscal year. In Reserve, we have \$1,000 for taking down trees. The Parks and Public Works does help the Commission out with that. Last year, the Parks did a bunch of trees, and when they ran out of money, the Commission gave them money. We often have a surplus of \$1,780 but Aquatic Control was a bit cheaper. The Commission will carry it forward just in case because Aquatic Control varies year-to-year depending on the weather. Professional Services has had money left and may not need to take money from the Fee Budget. For Office Supplies, we may need a new dictating machine. There is also money to attend the MACC March conference. The conference is on March 3, 2007.

## **Dana Street**

Dana Street was continued. One member was out sick so they let them continue the hearing so that they wouldn't lose a person for making the decision. The owner is proposing a 28-foot retaining wall to hold up the house. 22 feet was in the last proposal. The Slope Protection Ordinance doesn't apply to the street. It is continued for next Monday. Chairman Murphy is going to be away and Commissioner Anderson may try to go, along with Commissioner Craig-Gerson (if she doesn't go to the Aldermen). Technically, the road is not Slope Protection because they have to fill the lot to get to the road to have safe access. It needs to be addressed that the road meets standards we are setting and have to work it out with Public Works. The road has to be safe and have reasonable access to the Conservation property. The Planning Board has asked Conservation to comment on it. We are the abutter across the street and that is why we are commenting. The Commission has to stress the impact the road is going to have on the Conservation land and the road has to be minimized. It has to be discussed and

figured out if the Ordinance applies in this case or not. Chairman Murphy will draft and circulate something.

**Adjourn**

The meeting adjourned at 8:30 p.m.

**Motion**

**Motion by Commissioner Craig-Gerson to adjourn at 8:30 p.m., seconded by Commissioner Cronan, voted unanimously.**

Respectfully Submitted,

Meredith L. Beauchesne, Secretary