



TOWN OF PELHAM CONSERVATION COMMISSION

Pelham, Massachusetts

Minutes for April 26, 2018

PRESENT: Dana MacDonald, Cynthia Weigel, Kevin Hartzell, David Gross, Conservation Agent Meredith Borenstein

Chair MacDonald brought the meeting to order at 7:03 PM.

All present went outside to view the Bilkin farm adjacent to the Rhodes building. Commissioner MacDonald noted that a concern had been raised that a portion of the farm field that had been harrowed now has standing water present. The Commissioners confirmed that it appears that there is water in the northeast corner of the farm field that has been worked.

The Commissioners discussed next steps, and decided that we should take a field trip to the farm prior to our next meeting, preferably a half hour before the meeting begins, to review the status of the wet area with farmer Bilkin. We will ask him to attend our next meeting for a formal discussion of any necessary action on his part. Chair MacDonald will contact farmer Vilcans to arrange the site visit and meeting attendance.

The minutes for the April 5, 2018 meeting were approved. We agreed that minutes should be placed in the Cons Com minutes folder as well as sent to the Select Board Administrative Assistant in an electronic form to facilitate posting on the town web site.

The Commissioners welcomed Conservation Agent Borenstein. She has not yet set office hours, and she still has paperwork to complete in order that she can be paid. Chair MacDonald gave her a tour of the Rhodes building including the Conservation Commission records in the basement that need to be sorted and filed.

The Commission needs to announce to the town that we have a new agent by posting her name and contact information on the town website. It was agreed that we should give her a tour of the town. We should revise Steve Funderburk's "How To" notes to reflect Agent Borenstein's new role in the development and submissions of applications to the Commission. We will attempt to find an original copy of the notes for editing purposes. We need to determine if the town wetlands bylaw must be amended in order to make these changes.

The Commission discussed the process to revise our bylaws concerning the methods and fees that relate to permitting requests from town residents. We decided to have a public meeting to discuss such revisions. We aim to change the procedures currently outlined in the bylaws so that the Agent will do all filing of paperwork in order to ensure that all information is present and that filing deadlines are met. We will require that application paperwork must be submitted to the Agent 3 weeks prior to a Commission meeting at which a determination will be made.

The Commission discussed the need for a work computer for Agent Borenstein that includes an external drive. This equipment will allow her to work on Conservation Commission materials and keep them backed up on the external drive. Commissioner Gross volunteered to look into appropriate laptops for Agent Borenstein's use.

There was discussion about the proposed town center zoning plan and whether the Commission should endorse the plan. There are important storm water issues that the zoning plan addresses. Our support may solidify the Commission's role in regulation of development within the new Town Center. It was moved and seconded that we support the Town Center zoning plan. Approved, 3 in favor, 1 abstain.

The Commission discussed the need to revise the Open Space Plan. There was agreement that this is not an immediate concern, but that it should stay on the agenda until we get it done.

The meeting was adjourned at 8:41 PM.

A handwritten signature in black ink, reading "David Gross". The signature is written in a cursive, flowing style. The first name "David" is written with a large, looped 'D' and the last name "Gross" is written with a large, looped 'G'.