Town of SHELBURNE

Conservation Commission

MINUTES

Regular Meeting ~ November 13, 2012

Present: Norman Davenport, Tom Miner, Allan Smith, Dave Thompson, Stephen McCormick

The meeting was convened at 7:38 PM. A quorum was present.

**Approval of Minutes**

The Minutes of the 10/2/12 meeting were unanimously approved, Motion by Steve, seconded by Dave.

**Security Badges**

Two security badges (#12 and 13) were received along with memo explaining their purpose. One will be placed in mailbox for ready access and the other taken home by the Chair, Norm Davenport. Discussed when these might be needed specifically by ConCom, such as storm emergency, oil spill or cease and desist.

**Building Permits/BOH Reports**

Tom reported that he had signed off on one building permits for work with no impact on resource areas:

* Bldg permit for Donovan and Colleen Stevens, 94 Main Steet – interior renovation and foundation, all within current footprint. Construction of a cold storage shed on mowed area.

**New Business**

1) Action on a Request for Compliance for an Order of Conditions issued in 1997. This was work done by the town as part of the Deerfield Avenue Improvement Project, a sidewalk project. No details were provided in the Order of Conditions. Affected property at 51 Bridge Street requested Certificate of Compliance in the event of a sale of the property. Unanimous approval of Certificate of Compliance, all members signed. This will clear conditions on any other properties related to this project.

2) Joe Judd presented material on alterations to access of Glacial Potholes. This is currently in the conceptual and exploration phase, and no plan has yet to be approved or funded. It is likely to require approval for construction in an area under jurisdiction. Town owns much of the land beside the river, but not the potholes themselves (part of the riverbed, hence no ownership).

3) ConCom section of the Shelburne Community Development Strategy.

Suggested changes: replace number 5 with: Provide educational material and training on Wetlands Protection Act and its impact on landowners and development.

 third to last: replace “conservation” with “Wetlands Protection”

**Old Business**

Member Responsibilities

Tom is feeling overwhelmed with responsibility, particularly with regard to processing RDAs and NOIs. We will develop a spreadsheet to keep track of who has been the lead on RDAs and NOIs so that we can take proper turns.

Upcoming Meeting Schedule

No regular business would require a December meeting. Possible RDA for a septic system may come up, so a meeting can be scheduled if necessary. Otherwise meeting we will be January 8.

The meeting was adjourned at 9:43 PM.

Prepared and submitted by: Steve McCormick