Town of SHELBURNE

Conservation Commission

MINUTES

Regular Meeting ~ November 27, 2023

Present: Norm Davenport, John Harrington, John Richardson, Susan Berger, Steve McCormick

Absent: None

Administrative Assistant: Faye Whitney

Guests: Andrea Lacasse, Mary Knipe, Kate Wilkins, Rick LaPierre

Chair Norm Davenport opened the meeting at 7:02 p.m. A quorum was present. The meeting was held via Zoom. It was noted that there had been no meeting in October.

**Minutes**

A motion was made by John H, seconded by Steve, to approve the minutes of September 14. Roll call vote: Norm – yes; Susan – yes; John R – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

**Building Permits**

A discussion took place concerning why the Commission has any involvement with building permits. This is to insure that any obvious wetland violations are prevented. The procedure is that John R gets notification of building permits which need a Con Com sign off. He then sends the notifications to Faye, who checks the maps. If no wetlands are involved permits are approved. If wetlands are present, more information is requested. John H and Susan plan to look into Con Com involvement.

A building permit for the Vipassana Meditation Center was signed off. One for Matthew Field is requiring more information.

**7:15 p.m. – NOI Hearing for Shelburne Falls Fire District, Bridge of Flowers**

Kate Wilkins and Andrea Lacasse, of Tighe and Bond, represented the Shelburne Falls Fire District. They had already made their presentation to the Town of Buckland. In 2019 Tighe and Bond were brought in to assess the bridge and found severe deficiencies, including cracks in the concrete and intrusion of roots, which needs to be remedied. The project is over the river, thus within 100 feet of the riverbank. Staging footings may be needed in the river. The goal is to preserve the bridge and the water main, which it carries. A hydrant will be added in Buckland and a valve will be added in Shelburne. The cracked concrete will be fixed, walls replaced, guard rails replaced, and all fill will be removed to replace a water membrane. It is likely that most construction access will be from the Shelburne side. Materials will be stored off site. The contractor will dispose of old fill. Erosion control methods will be used for work off the bridge and around the stock-piled materials. The Commission will have a walk-through with the contractor before construction starts. Buckland has created conditions, but those have not yet been voted on. The Commission was inclined to approve the project with the Buckland conditions and the addition of a condition requiring that signage be posted above and below the construction area, warning boaters about the construction. A motion was made by John H, seconded by John R, to issue an order of conditions for approval of the NOI as submitted by Tighe and Bond for the Shelburne Fire District, DEP file number 282-0095, with the conditions as follows.

1) Before any work commences, and at a time when the ground conditions are visible, applicant will notify the Conservation Commission.  The notification will include:

 a. Confirmation of the OOC being filed at the Registry of Deeds by including Section G of the OOC form 5, unless this has been sent to the Con Com prior.

 b. Confirmation that the DEP file number has been posted at the site in the required manner and sign size.

 c.  A written and signed statement to the effect that the OOC has been completely read and is understood by the applicant, and the applicant is responsible for ensuring all work on site is done, regardless of who performs the work, in accordance with this OOC.  An email from the applicant is acceptable in place of a signature.

 2)  Once a contractor for this job has been selected and prior to starting construction the Conservation Commission will meet with the contractor for review of the following:

 a. Written Storm water Pollution Prevention Plan

 b. Anti-Siltation measures, installation and maintenance

 c.  Details of temporary excavation material storage and equipment parking locations

 d.  Any other areas of construction related concern to Conservation Commission members.

 3)  Erosion control and anti-siltation measures will remain in place until re-establishment of vegetation after all work is complete.

 4)  Storm water management during the duration of this OOC shall include weekly inspection of silt sacks and barriers, conducted by the contractors or another person designated by the applicant.  A similar inspection shall occur within 24 hours of a rain event in excess of ½” in 24 hours.

 5) Any member of the Conservation Commission can enter the property at any time during the duration of the Order of Conditions, to inspect the work and the erosion and anti-siltation measures.

6) The contractor shall provide adequate signage, above and below the bridge, notifying boaters of the presence of the construction site.

Roll call vote: Norm – yes; John R – yes; Susan – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

**New Business** None

**Old Business** None

The next meeting will be December 12 or January 9.

At 7:58 p.m. John R, seconded by Susan, made a motion to adjourn the meeting. Roll call vote: Norm – yes; John R – yes; Susan – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

Respectfully submitted,

Faye Whitney, Administrative Assistant