Town of SHELBURNE

Conservation Commission

MINUTES

Regular Meeting ~ February 13, 2024

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

Absent: None

Administrative Assistant: Faye Whitney

Guests: Noah Grunberg

Chair Norm Davenport opened the meeting at 7 p.m. A quorum was present. The meeting was held via Zoom. It was noted that there had been no meetings in December or January,

**Minutes**

A motion was made by Steve, seconded by Susan to approve the minutes of September 21. Roll call vote: Norm – yes; Susan – yes; John R – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

A motion was made by Susan, seconded by John H, to approve the minutes of November 27. Roll call vote: Norm – yes; Susan – yes; John R – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

**Building Permits**

John H questioned why the Commission gets involved with building permits. Steve explained that in the past, wetlands issues used to fall through the cracks. It is better to see if there are wetland issues before construction takes place.

**Correspondence**

A letter was received from New England Power notifying the Commission about upcoming maintenance.

**Organizational Matters**

Faye said she has a copy of the Town of Monterey’s bundled NOI and is using it as a basis for a bundled NOI for Shelburne. She is checking on the all the listed CMRs as she goes, and is about one-third done.

**7:15 p.m. – Noah Grunberg, 77 Bridge Street**

Noah has clients who want to rebuild the existing structure at 77 Bridge Street, which is currently a storage garage, for use as retail space. The smaller portion of the structure will be removed and the rest of it renovated. The foundation will need to be rebuilt. The building is on concrete piers at the rear and the plan would be to reuse and/or put in new piers. There is very little flat land behind the building and almost the entire parcel is in the riverfront. A skid steer will be needed to work on the rear of the building with access possibly from behind the Visitor’s Center. Steve thought since this was a renovation of an existing structure and there won’t be much digging, that an RDA would be enough. Susan added that erosion controls will be needed and the Commission will need to know where any excavated materials might be stored. Steve said an engineering plan would be needed to determine if an NOI might be needed. The building will also need to be connected to the town sewer system as it currently has no plumbing.

**New Business**

**FY’25 Budget**

Faye was asked to find the cost of the most recent ads. RDA fees may need to be raised. A motion was made by John R, seconded by Susan, to approve the FY’25 budget as presented. Roll call vote: Norm – yes; Susan – yes; John R – yes; John H – yes; Steve – yes. Motion passed 5-0-0.

**Town Report**

The Commission has not submitted a report for several years. Steve volunteered to write one. The other members eagerly accepted his offer.

**Old Business** None

The next meeting will be March 12 or March 14.

At 7:53 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