



TOWN OF PALMER CONSERVATION COMMISSION

Meeting Minutes

Tuesday, December 5th, 2017 – 7:00 PM

Donald Blais, Chair
David Cotter, Vice Chair
Peter Izyk
Nicholas Zeo
Brenda Cole

Angela Panaccione, Agent

Members Present: Donald Blais, Jr.
David Cotter
Peter Izyk
Nicholas Zeo
Brenda Cole

Members Absent: None

Also Present: Robert Natario, Mass DOT
David Siegel, Peterson Road
Jared Jackson-King, 96 Rondeau Rd
Emily Messing, 96 Rondeau Rd
Jack Messing, 30 Procter Rd Townsend MA
Heide Messing, 30 Procter Rd, Townsend MA
Elaine Sabourin, 1201 Calkins Rd
Raymond Sabourin, 1201 Calkins Rd
Raymond Sabourin, Jr, 1201 Calkins Rd
Iftikhar Shah, 1239 Park St

1. **Call to Order:** 7:00 PM – Donald Blais, Jr (Chair)

2. **Chair, Member & Committee Reports**

a) **Welcome New Members:** Nick Zeo & Brenda Cole

Donald Blais welcomed two new members to the Commission, Nicholas Zeo & Brenda Cole. Nick joined after the Citizen Leadership Academy and Brenda formerly served on the building committee for the Police station and desired to continue her involvement in Town Politics.

3. **Approval of Minute: October 17th, 2017**

Motion made by David Cotter to approve the minutes from October 17th, 2017 as amended

Motion seconded by Peter Izyk

No further discussion – 3-0-2 (Nick Zeo & Brenda Cole Abstain) – Motion Carries

4. **Approval of Payables:**

a) **Massachusetts Association of Conservation Commissions (MACC) – \$250.00**

Motion made by David Cotter to approve the payable to MACC in the amount of \$250.00, for payment for Donald & Nick to attend the MACC Fall 2017 Conference

Motion seconded by Peter Izyk

No further discussion – 5-0-0 – Motion Carries

b) **Roberts Printing – \$214.00**

Motion made by David Cotter to approve the payable to Roberts Printing in the amount of \$214.00, for the printing of four (4) 24” X 36” posters, from the Con Com Town General Expense Account

Motion seconded by Peter Izyk

No further discussion – 5-0-0 – Motion Carries

- c) Massachusetts Land Trust Coalition (MLTC) – \$25.00

Motion made by David Cotter to approve the payable to MLTC in the amount of \$25.00, for a Workshop Fee from the Con Com Town Bylaw Expense Account

Motion seconded by Peter Izyk

No further discussion – 5-0-0 – Motion Carries

- d) October Mileage Reimbursement Angela Panaccione – \$210.79

Motion made by Peter Izyk to approve the payable to Angela Panaccione in the amount of \$210.79, for the reimbursement of travel expense for October 2017, from the Con Com Town Bylaw Expense Account

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

- e) October Mileage Reimbursement Donald Blais, Jr – \$18.73

Motion made by Peter Izyk to approve the payable to Donald Blais in the amount of \$18.73, for the reimbursement of travel expense for attendance to MACC Fall conference, from the Con Com Town Bylaw Expense Account

Motion seconded by David Cotter

No further discussion – 4-0-1 (Donald Blais Jr abstains) – Motion Carries

- f) November Mileage Reimbursement Angela Panaccione – \$401.25

Motion made by Peter Izyk to approve the payable to Angela Panaccione in the amount of \$401.25, for the reimbursement of travel expense for November 2017, from the Con Com Town Bylaw Expense Account

Motion seconded by Brenda Cole

No further discussion – 5-0-0 – Motion Carries

5. Emergency Permits:

- a) MassDOT MA RT-20 (Park Street) Culvert Cleaning: The Commission received a request from MassDOT for an emergency permit to clean the Park Street culvert by Dollar General. Sediment from sources beyond the state highway has filled & blocked a culvert carrying Graves Brook under Route 20 in Palmer, severely limiting the culvert flow capacity. Immediate work is needed to protect Public safety on Route 20; should conditions worsen water flow could stop, backup and overtop the culvert and highway. The work to restore the hydraulic capacity of the culvert and prevent overtopping would be the removal of the deposited sediments within the Route 20 / State Highway Layout at the culvert inlet and outlet. Equipment to be used will include an excavator & dump truck, worker and hand tool access, and jetting/suctioning equipment inside the culvert. The work to be allowed is limited to the State highway layout. A site visit occurred October 25, 2017, and work is to begin October 25, 2017. The work occurred November 7, 2017.

Special conditions include that a representative of MassDOT will attend the next Conservation Commission Meeting scheduled for December 5, 2017 at 7:00pm to discuss the stormwater management systems for the area around MA RT-20 & MA-RT-32, including Bridge Street.

Robert Natario, Mass DOT attended tonight's hearing as requested by the Commission. MassDOT removed over 1000 cubic feet of sediment from the 5-foot box culvert (the length of the culvert is 50-feet). Natario stated the culvert has been consistently filling with sediment every 3-5 year and efforts should be made by the Town of Palmer to address the source of the heavy sediment loads. Natario also stated the culvert appeared to fill more quickly with sediment this time, as it was almost filled to the top.

The culvert itself carries Graves Brooks, which originated from the Palmer Reservoir. The culvert itself is fine.

Motion made by Peter Izyk to ratify the Emergency Permit for MassDOT, issued on, October 30, 2017

Motion seconded by David Cotter

No further discussion –5-0-0 – Motion Carries

b) CSX Culvert Cleaning & Full Breach of Beaver Dam

The Commission received a request from CSX for an emergency permit to breach a beaver dam within the CSX Railroad ROW/Park Street (GPS Coordinates 42.1502778 -72.3152778). The applicant to perform the work is USDA/Wildlife Services and the work to be allowed includes. The beaver dam is located in Graves Brook off Stone Street in Palmer MA. Flooding is affecting CSX Railway under Stone Street (Rt.32) as well as Park Street (Rt. 20) and surrounding businesses. This emergency permit and dam removal is being done to compliment with Palmer DPW Dredging efforts to remove sediment in Graves Brook, which has severely limiting the flow of the brook resulting in numerous significant flooding event that have damaged nearby residences and businesses. Immediate work is needed to protect public safety on MA RT-20 and MA RT 32, as well as the CSX Railroad. Current conditions have limited the stream flow and are resulting in flooded railways and overtopping of MA RT-20 culvert. The work to be allowed includes the full breaching of the beaver dam to allieveate flooding/ponding of water resulting in the sever undermining of the railroad tracks. A site visit occurred Friday December 1, 2017 with Joe Rogers, of USDA. Work is to begin on Monday December 4, 2017.

Special Conditions Include:

1. The dams shall be removed in a controlled manner and be breached in the morning
2. Tractor or truck mounted excavators, operated from the CSX right-of-way, may be used to remove debris from the beaver dams
3. Notify Conservation Commission upon completion for an inspection
4. Once the water is down the culvert under the railroad should be inspected; it is possible it has either collapsed or is clogged resulting in flooding on both sides of the track.

Motion made by David Cotter to ratify the Emergency Permit for CSX, issued on 12/1/2017

Motion seconded by Nicholas Zeo

No further discussion – 5-0-0 – Motion Carries

c) Palmer DPW MA RT-20/ /Park Street Stream Cleaning

The Commission received a request from Palmer DPW for an emergency permit to dredge Graves Brook. Excessive sediment has filled Graves Brook, severely limiting the flow capacity of the brook and resulting in numerous significant flooding events that have damaged nearby residences and businesses. Immediate work is needed to protect public safety on MA RT-20 & MA-RT 32. Current conditions have stopped the flow of the stream and are resulting in a backup and overtopping of the MA RT-20 culvert and highway. The work to restore the hydraulic capacity of Graves Brook and prevent overtopping would be the removal of the deposited sediments within the stream channel, from the culvert outlet at MA RT-20 to the culvert inlet at MA RT-32. The applicant to perform the work will either be Palmer DPW themselves, or the project will be contracted out to Palmer Paving.

The overall goal and work to be allowed under the emergency permit includes removing accumulated sediments from Graves Brook stream channel thereby restoring the historic hydraulic capacities of the stream so that the Town of Palmer can prevent flooding, protect public health and property, and prevent pollution and sedimentation of wetland resource areas. A site visit occurred Thursday November 30, 2017 with Palmer DPW and Palmer Paving. Work is to begin on Monday December 4, 2017

Special Conditions Include:

1. The limits of work shall be the area discussed and flagged in the field during the 11/30/2017 site visit.

2. The work undertaken will be minimized to the extent possible while still achieving the goals of flood control and pollution prevention.
3. Work will be scheduled to avoid periods of high groundwater or high flow rates.
4. Silts and sediments may be removed either by hand, by mechanical equipment (e.g., minimally invasive vehicles), or by a suction line.
5. Vehicles shall be staged from the roadway through the buffer and wetlands using access routes that have the least impact to vegetation.
6. Care shall be taken to place any cut vegetation in a location away from the drainage channel.
7. Sediment and debris shall be removed from the site using a small dump truck and disposed of appropriately.
8. Excavation of sediments shall be limited to the historic limits of the swale or channel. Over-excavation beyond the bottom of the pipe or culvert will not be allowed.
9. Where evidence of scour or erosion is apparent, stone rip-rap may be added to shore up the earth and prevent further erosion.
10. Where evidence of scour or erosion is apparent at the end of a drainage pipe, a flared-end section of similar material may be installed to dissipate energy and prevent erosion.
11. Where evidence of excessive sedimentation from storm drains is apparent, a sediment forebay (and possibly a check-dam) may be constructed to prevent sediments from reaching resource areas in the future. This area would be vegetated appropriately and/or reinforced with stone rip-rap, turf-reinforcing mats, or similar methods.
12. There shall be no loss of wetland resource area or degradation of resource area values. Swales and stream channels shall not be paved. Natural stream banks shall not be replaced with man-made structures.
13. Vegetation removal will only be done where the vegetation interferes with the performance or maintenance of the drainage structure. Plant and tree roots will be left in place for erosion control and bank stabilization unless they would otherwise be removed along with sediments.
14. The PCC shall be notified within 48 hours of any work scheduled. This will enable the commissioners or staff to view each site and relay any additional concerns or requirements for work at that site.
15. Strawbales shall be used for sediment control in stream channels and swales where flowing water would otherwise transport sediments downstream during the maintenance operations. Strawbales shall be removed after work is complete so that they do not impede the flow of surface water.
16. Dewatering shall not be allowed without additional review and approval by the PCC.

Motion made by Brenda Cole to issue the Emergency Permit for Palmer DPW issued on 12/5/2017

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

d) Palmer DPW Flynt Street Culvert Replacement

The Commission received a request from Palmer DPW for an emergency permit to replace a culvert on Flynt Street (GPS Coordinates 42.1755, -72.3074). The applicant to perform the work is Michael Piechota dba P & H Excavating. The work to be allowed is the emergency replacement of a 24-inch CMP culvert with a new 30-inch embedded elliptical culvert. The existing culvert is currently failing, resulting in segments of the road collapsing. The culvert has completely rotted away, to the point of producing holes in the road where flooding occurs during any rain event. A metal plate has been installed at the inlet of the culvert, but culvert failure is undermining the plate as well as the headwall. The limits of work shall be

no farther upstream or downstream than 25 feet from the end of the pipe or the face of the culvert. A site visit occurred Thursday November 30, 2017. Work is to begin on Monday December 4, 2017.

Special Conditions Include:

1. Based on the average of three bankfull widths measured in free flowing and unconstrained areas both upstream and downstream of the culvert location, it was determined the bankfull width of the stream is 18". For the purpose of culvert design, the channel-bed width is defined as the width of the bankfull channel and the 1.2X bankfull width required under the MA stream crossing standards was achieved to the maximum extent partible through the use of a 30-inch embedded elliptical culvert.
2. The limit of work shall be no farther upstream or downstream than 25 feet from the end of the pipe or the face of the culvert.
3. The culvert shall be placed on a flat gradient with the bottom of the culvert placed below the level of the streambed a minimum of 20 percent of the culvert's rise for an elliptical culvert. The 20 percent placement below the streambed shall be measured at the culvert outlet.
4. The embedded culvert shall be installed to maintain the slope of bed material in the culvert equal to that of the natural streambed. The culvert invert should be countersunk below the channel invert and the culvert filled with substrate graded to maintain surface flow and provide a stable bed form.
5. The embedded culverts can be installed with the invert depressed below the adjacent streambed, but without placement of substrate within the structure at the time of installation. Instead, the invert of the culvert is allowed to fill naturally, as a result of bed load movement through the structure. This process is referred to as "substrate recruitment"
6. The culvert must contain natural bottom substrate and must be installed with appropriate bed forms and streambed characteristics so that water depths and velocities are comparable to those found in the natural channel at a variety of flows.
7. Work will be scheduled to avoid periods of high groundwater or high flow rates.
8. Silts and sediments may be removed either by hand, by mechanical equipment (backhoe, e.g.), or by a suction line.
9. Excavation of sediments shall be limited to the historic limits of the channel. Over-excavation beyond the bottom of the pipe or culvert will not be allowed.
10. Where evidence of scour or erosion is apparent, stone rip-rap may be added to shore up the earth and prevent further erosion.
11. Where evidence of scour or erosion is apparent at the end of the culvert, a flared-end section of similar material may be installed to dissipate energy and prevent erosion.
12. Where evidence of excessive sedimentation from storm drains is apparent, a sediment forebay (and possibly a check-dam) may be constructed to prevent sediments from reaching resource areas in the future. This area would be vegetated appropriately and/or reinforced with stone rip-rap, turf-reinforcing mats, or similar methods.
13. There shall be no increase in impervious area.
14. There shall be no loss of wetland resource area or degradation of resource area values.
15. Swales and stream channels shall not be paved.
16. Vegetation removal will only be done where the vegetation interferes with the performance or maintenance of the drainage structure. Plant and tree roots will be left in place for erosion control and bank stabilization unless they would otherwise be removed along with sediments.
17. The PCC shall be notified 48 hours before work to enable the commissioners or the Agent to view the site and relay any additional concerns or requirements for work.

18. Strawbales shall be used for sediment control in stream channels and swales where flowing water would otherwise transport sediments downstream during the maintenance operations. Strawbales shall be removed after work is complete so that they do not impede the flow of surface water.
19. Dewatering shall not be allowed without additional review and approval by the PCC.
20. Repair of wingwalls and headwalls shall be allowed under this permit. This may include restacking stones and repointing mortar joints.
21. Existing drainage catchbasins and manholes may be cleaned either manually, mechanically, or by suction.
22. Existing drainage pipes may be cleaned as needed, and the sediments collected shall be removed from the site.
23. Existing drainage catchbasins and manholes may be repaired by replacing brick courses, repointing mortar joints, or removing and resetting castings. Catchbasin sumps may also be deepened to enhance the collection of sediments. Oil hoods may also be installed.
24. Appropriate siltation fence and/or staked strawbales shall be installed around any excavation, and elsewhere as needed.

Motion made by Nicholas Zeo to ratify the Emergency Permit for Palmer DPW, for the Flynt Street culvert replacement issued on 12/1/2017

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

6. Certificates of Compliance

a) Request for Certificate of Compliance (COC): DEP #256-0269 – Palmer Motorsports Park

Palmer Motorsports Park has requested the Commission take no action on the request for a COC today. Fred Ferguson has retained a new lawyer.

b) Request for Certificate of Compliance (COC): DEP #256-320 – Peterson Road Solar

The Commission received a Request for a Certificate of Compliance from the David Siegel, property owner at Peterson Road for the installation of a ground mounted solar array system at Peterson Road, under the Order of Conditions for DEP # 256-0320. A site visit occurred Wednesday November 29, 2017 with the Conservation Agent, Justin from Nexamp and Commissioners Donald Blais, Peter Izyk and Nick Zeo. The Commission determined that the work regulated by the Order of Conditions was completed in compliance with the OOC and approved plans and documents and recommended the Commission issue a Complete Certificate of Compliance with continuing conditions GC #19(a-1) and SC #22-23.

Donald Blais is satisfied with work completed. Peter Izyk stated he was impressed with removal of timber matt, he though the process would prove difficult and result in impacts to nearby BVW. The Agent concurred with Izyk and stated she felt NexAmp handled removal perfectly. David Siegel was present and the original signed COC was hand delivered to him.

Motion made by Nicholas Zeo to issue a complete Certificate of Compliance for DEP #256-0320 with ongoing conditions #41-42.

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

c) Request for Certificate of Compliance (COC): DEP #256-0311: Landfill Solar – Emery Street

The Commission received a Request for a Certificate of Compliance from the Borrego Solar, for the installation of a ground mounted solar array system at 181 Emery Street, under the Order of Conditions for DEP # 256-0311. A site visit occurred Tuesday December 5, 2017 with the Conservation Agent, Matt Martunas from Borrego Solar and Commissioners David Cotter, Peter Izyk and Nick Zeo. The

Commission determined that the work regulated by the Order of Conditions DEP #256-0311 was completed in compliance with the OOC and approved plans and documents and recommended the Commission issue a Complete Certificate of Compliance with continuing conditions #41-42.

Motion made by Peter Izyk to issue a complete Certificate of Compliance for DEP #256-0311 with ongoing conditions GC #19(a-1), FF (F) & SC #41-42.

Motion seconded by Nicholas Zeo

No further discussion – 5-0-0 – Motion Carries

d) Request for Certificate of Compliance (COC): DEP #256-0293: National Grid – 24 Blanchard St

The Commission received a Request for a Certificate of Compliance from WMECO for a project never completed at 24 Blanchard Street, Palmer MA, under the Order of Conditions for DEP # 256-0293. The Conservation Agent conducted a site visit occurred Tuesday November 14, 2017 with Representative Lindsey Carle. The Commission determined that the work regulated by the Order of Conditions never commenced and recommended the Commission issue an Invalid Certificate of Compliance.

Motion made by David Cotter to issue an Invalid Certificate of Compliance for DEP #256-0293, finding the work was never completed

Motion seconded by Peter Izyk

No further discussion – 5-0-0 – Motion Carries

7. Schedule of Public Hearings

a) Cont. Administrative Hearing: Food & Fuel Inc. – 1237 Park Street (Map 56-7)

The Commission continued an Administrative Hearing to discuss the stormwater violations that have occurred at the Food & Fuel Inc., located at 1237 Park Street, from August 1st, 2017. Violations include, but are not limited to, failure to obtain a permit prior to conducting an activity subject to regulation under the MA Wetlands Protection Act and the Town of Palmer Wetlands Ordinance and Regulations.

Donald Blais reopened the Administrative Hearing and the Shah was present

As of the last hearing, the Commission required the following:

- 1) Installation of the snout/bioskirt in the existing catch basin
- 2) Identify where the roof drainage goes, and address the impacts of the runoff
- 3) Shah & Morrison to send pictures of Catch Basin
- 4) Miller: borings for drywell in back, monitoring reports from the monitoring well and Miller stated there was and he would supply them to the Commission, engineering records for the tanks, and he will send them to the Commission, disposal records.

AP will re-send the letter about installing the snout/bioskirt in the existing catch basin. Shah will contact the Commission when the snout is installed into the existing catch basin. The outfall of the catch basin still needs to go somewhere and the Shah request a point source discharge into Graves Brook. The Agent informed Shah that would most like not be permitted, and if it was the Shah would have to hire a hydrologist and/or wetlands specialist to file a NOI for the new point source discharge.

MassDOT fixed the curbing and the elevations for their three catch basins along

Motion made by Peter Izyk to permit the catch basin connect to the drywell on site after the installation of the snout/bioskirt

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

Motion made by Brenda Cole to continue the hearing until January 16th, 2018 at 7 PM

Motion seconded by Nicholas Zeo

No further discussion – 5-0-0 – Motion Carries

8. Violations & Enforcement

- a) Wind River Environmental – Transport & storage of raw sewage 70-feet from Calkins Brook: The Agent was notified by the Board of Health Agent that Wind River Environmental had been illegally transporting and storing raw sewage in a holding tank located at the BioLink facility in Palmer, MA which happens to be +/- 50-feet from Calkins Brooks, its BVW and state listed priority habitat for endangered species. In a joint enforcement w/ BOH, we successful got Wind River to moved storage tank, clean up the soils where the tank was parked and stop the practice. The BOH will seek further action for the unregulated transport and storage of raw sewage.
- b) 96 Rondeau Street – SFH addition construction wetlands violation: On November 20, 2017 the Palmer Conservation Commission received a Site Inspection Request for a Building Permit for 96 Rondeau Street, Palmer MA (Map 37-21). The Conservation Agent Angela Panaccione conducted a site inspection on Tuesday November 28, 2017 and observed construction of the shed was already occurring. She also noted clearing and grubbing of the property had occurred without a permit. At that point she sent a cease and desist letter to the property owners and requested their attendance at tonight's meeting.

An additional site visit was conducted by the Commission on Tuesday December 5, 2017 at 10:00 am. Commissioners Peter Izyk, David Cotter, and Nicholas Zeo, as well as the Conservation Agent Angela Panaccione were present.

It was apparent that work had been performed within areas of jurisdiction, including: 1) Land clearing and grading had occurred within the BVW and Buffer zone of a nearby intermittent stream. 2) An old cart path appeared to have been recently graded on site with areas crossing potential BVW, and stopping at the bank of the intermittent stream. 3) Within the property it was clear the wetlands, including but not limited to, bank, an intermittent stream, Bordering Vegetated Wetland, had been disturbed from direct vegetation cutting and removal, soil disturbance, compaction and rutting from equipment moving throughout the property. 4) It is evident the BVW is under threat of further damage from erosion, direct evaporation due to the loss of cover and exposure to the sun.

Heidi Messing, Emily Messing & Jared King were present at the hearing to discuss what was occurring on site. Heidi Messing provided copies of an old site plan from the previous owner, as well as a CAD drawing of the current property, proposed barn, and the location of the brook according to the Mass GIS overlay.

Dave Cotter asked what trenches are for and Jared King replied the trenches for utilities, but one was dug too far out. King asked if he could backfill the trenches until a permit was issued and the Commission stated yes, he should do that as soon as possible. Also the Commission required the site be stabilized until the area can be properly delineated by a wetlands scientist and an NOI can be filed for the new shed.

The Commission discussed the required next steps for the property owners to take to come into compliance.

- The property owner will hire a Wetlands Consultant (having at least 5 years' experience in wetlands delineation and restoration) no later than January 16, 2017. Such consultant(s) shall be dependent upon approval by the Commission. Approved consultant(s) shall assist and conform with all assessment, removal and restoration procedures as required under this order, as required to bring the current project into complete compliance with the MA Wetlands Protection Act (MGL Ch. 131 § 40) & Town of Palmer Wetlands Ordinance (PWO) and Regulations (PWR) (Chapter 168; Town of Palmer Code of Ordinances).
- The Palmer Conservation Commission and/or its Agent shall have the right to enter the property to inspect work under this order.

- An Existing Conditions Plan shall be prepared and submitted by the violator and his consultant (approved in #3) to the Commission. The plan shall be for the existing BVW boundaries and the improved roads on site. Such plan shall include:
 - Resource Area Delineation: a delineation of all resource areas on site, including extensive on site soil borings and DEP wetlands data sheets. Resource Areas delineated shall be marked on the site and shall be clearly visible in the field to the Palmer Conservation Commission or its agents.
 - A Square Footage Calculation: calculations of any and all impacts to such identified resource areas; specifically the square footage of BVW altered through road grading.
 - A Scaled site plan (not more than 1"=40') showing all resource areas, impacted resource areas and restoration area(s). All flagging shall be numbered consecutively on site, and on the corresponding site plan. Each individual resource area line delineated shall be indicated on the flag by letter and consecutive number, and shall be indicated on the corresponding site plan. Plans should clearly indicate the 100' buffer zone, as well as the 50' "no disturb zone". The plan should also indicate the buffer zone for all adjacent properties to the development.
- Upon acceptance of the Existing Conditions Plan by the Commission, a draft Resource Area Restoration Plan (RARP) shall be prepared and submitted by the violator and his consultant (approved in #3) to the Commission. The plan shall be for the restoration of the BVW. Such plan shall include:
 - A Detailed Narrative: a detailed narrative restoration plan showing compliance with the General Performance Standards for each identified resource area as detailed in the WPA and the PWO/PWR
 - A Replanting Plan: a detailed replanting plan showing the proposed location and quantity of native plantings to revegetate resource areas. The plan should show the proposed location and quantity of native plantings to revegetate the roads within the BVW
- Prior Notice & Pre-Activity Meeting: The Commission shall be given 48 hours' notice prior to the beginning of restoration activities. The Commission must meet with the construction engineer and the wetland specialists to discuss the requirement and to ensure compliance with all special conditions.
- Site Supervision: Restoration activities must be supervised by a wetland specialist who shall be a professional with experience in wetland restoration, wetland hydrology and a working knowledge of botany. Such a person shall be retained to supervise and monitor the restoration activities until the area meets the requirements of this Order. The wetlands specialist shall monitor all removal and restoration procedures and shall produce written and/or photographic reports to the Commission of each portion of the plan.
- Seasonal Monitoring Reports shall be prepared for each restoration area. Monitoring reports shall describe, using narratives, plans, and color photographs, the physical characteristics of the wetland replication areas with respect to stability, soil characteristics, survival of vegetation and plant mortality, aerial extent and distribution, species diversity and vertical stratification (i.e. herb, shrub and tree layers) and shall describe the hydrologic conditions of the restoration area, and any remedial work that may be necessary. The monitoring reports shall be submitted to the Conservation Commission at least every three months until compliance is achieved.
- Any additional damage caused as a direct result of this project to any wetland resource areas shall be the responsibility of the applicant to repair, restore and/or replace. Sedimentation or erosion into these areas shall be considered damage to wetland resource areas. If sediment reaches these areas the Commission shall be contacted and a plan for abatement of the problem and proposed restoration/mitigation measures shall be submitted for approval and implementation.

- Upon acceptance or modification of the RARP, all work conducted under the plan shall be completed no later than October 16, 2018
- Violator shall notify Commission upon restoration, and completion of such restoration shall be inspected and approved of by the Conservation Commission.
- All plantings shall be native to the area, viable for at least the first two growing seasons and subsequently replaced if deemed necessary by the Commission.

The property owner will also file an NOI for the shed.

Motion made by Brenda Cole to Issue the Enforcement Order with the aforementioned conditions

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

- c) 1201 Calkins Street – Dumping of commercial landscaping materials into Riverfront Area: The Commission received an anonymous complaint that a wetlands violation was occurring at 1201 Calkins Rd. Heavy equipment was operating at night, within the Riverfront Area of the Quaboag River, and dump trucks are disposing of large amounts of yard waste down the hill into the wetlands and flood plains associated with the Quaboag River. The Agent attempted to make a site visit of the property on November 30, 2017, but since there was no one at home at the time, she did not view the property.

Property owners Elaine, Raymond & Raymond (Jr) Sabourin, of 1201 Calkins Rd were present at tonight's meeting. They did admit that on the evening of Wednesday November 29, 2017 they were dumping yard waste (mostly grass and leaves) off the edge of their property but have stopped the practice one they received the letter. Raymond Sr stated he did not see the issue with it and though he was doing a good thing, since the yard waste was serving to stabilize the slope down to the River and stop any erosion occurring.

The Agent expressed lot of landowners and landscapers think that because cut branches and other yard waste are 'natural', it is ok to dump it in the woods. However, dumped yard waste destroys the underlying vegetation and wildlife habitat and prohibits new trees and shrubs from growing.

Land adjacent to rivers and streams can protect the natural integrity of these water bodies. The presence of natural vegetation within riverfront areas is critical to sustaining rivers as ecosystems and providing these public values. The riverfront area can prevent degradation of water quality by filtering sediments, toxic substances (such as heavy metals), and nutrients (such as phosphorus and nitrogen) from stormwater, non-point pollution sources, and the river itself. Sediments are trapped by vegetation before reaching the river. Nutrients and toxic substances may be detained in plant root systems or broken down by soil bacteria. Riverfront areas can trap and remove disease-causing bacteria that otherwise would reach rivers and coastal estuaries where they can contaminate shellfish beds and prohibit safe human consumption. Natural vegetation within the riverfront area also maintains water quality for fish and wildlife.

The Commission will conduct a site visit Thursday 9am 12/7/2017. Additionally, the property owners will cease & desist with any further dumping and disposal practices on that property.

- d) Dollar General Construction; 2 Breckenridge Street (Map 24-56) – Significant Flooding: Donald Blais & the Agent meet the Town Manager, Linda Leduc Town Planner and Attorney Brian Faulk to discuss the violations at Dollar General to date. The Attorney is working on a settlement agreement to present to the Commission. In lieu of fining DG, it was recommended they make a restitution offer to either assist with the cleaning & dredging of Graves Brook, or make a donation to support clean water efforts in the Quaboag River watershed.
- e) 10 Katie Lane – SFH Construction Stormwater Violation: The Agent updated the Commission on a new violation that arose at 10 Katie Lane during the two heavy rain events we has last Month. Roger Woods was clearing a SFH lot on Katie Lane and has limited ESC on site. The amount and velocity of the rain event transported sediments well over 1200-feet, all the way down both Katie Lane & Old Warren Road,

till it entered the stream that goes to the fish hatchery. The violation was a result of the cumulative impacts and the history of the site. First off Roger Woods had very little ESC on site. He installed 25+ hay bales down the new cut drive way and reinforced the silt fence on site with straw wattles. Additionally, the drainage swales along Katie Lane and the detention basins at the intersection of Katie Lane & Old Warren Road were not being properly maintained. Furthermore the catch basins on Old Warren road were covered with leaves, thereby preventing stormwater from entering the ms4 system on Old Warren Road. Jim Morrison was contacted and immediately cleaned the swales and detention basins on site. Several thousand cubic feet of sediment were removed from both the swales and the detention basin. Morrison additionally added check dams down the swales on Katie Lane to help dissipate the force of the stormwater and trap sediments before the entered the detention basin and catch basins.

The Agent requested a maintenance schedule from Morrison and recommended more regular cleanings of the basins and storm drains, especially if Morrison plans to have the town accept the stormwater connection to the towns Ms4. The town DPW will not accept a stormwater management system with open violation that is not properly maintained.

- f) 1 Aspen Circle – Restoration Progress and updates: The Agent updated the Commission on the progress being made at 1 Aspen Circle. The 5 stream channels have been restored on site per the restoration plan, and the wetlands have been reestablished and revegetated. She supplied photos to the Commission for their review, as well as monitoring & progress reports on the stream restoration. The restoration work was performed by P & H excavating and was supposed to be overseen by Berkshire Wetlands Services as approved by the Commission. Due to disagreements on site, the property owner terminated their contract with the wetlands consultant and the Agent took over monitoring the restoration work herself due to the time of year and the necessity to have the areas restored and stabilized before the major November rain events. She has conducted several follow up visits and feels the site is stable. The Commission will re-inspect in the spring and any areas that have not naturally revegetated will require supplemental plantings to achieve compliance with the restoration agreement.

9. Chair, Member & Committee Reports:

Dave Cotter provided update on the Conservation Lands: He caught a father and a son shooting & drinking whisky on First Street. They would not provide identification when asked. Also there has been some ATV/Dirt Bike damage at Midura, including to the foot bridge & the yellow pole has been knocked over. Dave also inquired about the work on Rt-67, and asked why the guardrails at the trail head at McMasters Road were not installed. The Agent will check with MassDOT about that.

10. Review Mail/Phone Messages

- a) SB 2182 Support Letter: In 1972, Massachusetts voters approved Article 97 of the state constitution to provide permanent protection for public parks, conservation areas, forests and watershed lands. Disposing of or changing the use of such municipal or state land requires a favorable two-thirds vote of each branch of the legislature. The Public Lands Protection Act (PLPA) would codify current state policy that there be no net loss of lands or easements protected under Article 97, while establishing a transparent and timely process for the transfer or change in use of state and municipal Article 97 land. The bill would ensure that the integrity of Article 97 is upheld, while providing clear cost- and time-effective guidelines for municipalities to follow when submitting proposed Article 97 dispositions to the Executive Office of Energy and Environmental Affairs (EOEEA) for review.

The PLPA would:

- Codify existing state policy that replacement land of comparable acreage, location and natural resource value be provided for each Article 97 disposition
- Require prior notification to EOEEA
- Increase transparency and efficiency in decision making process by EOEEA

- Establish waiver exemption from replacement land requirement in specific circumstances
- Provide clarity, increase efficiency, and reduce costs for municipalities and state agencies seeking disposition of Article 97 land
- Establish requirement for EOEEA to make recommendations to legislature on specific dispositions, to better inform legislative action

Benefits Include: Public land provides the Commonwealth with many benefits, including protecting drinking water supplies, clean air, agriculture, forestry, recreation and tourism. Article 97 lands were protected using taxpayer dollars or donor contributions, and this bill will ensure that Article 97 dispositions don't undermine this protection.

The Agent drafted a letter Senator Anne Gobi expressing the Palmer Conservation support for the Public Lands Preservation Act (PLPA, S. 2181), and thank Senator Gobi for her support and efforts on the bill, which was released favorably from her committee and is one of her top priority bills.

Motion made by Brenda Cole to accept and sign the letter of support for SB2182

Motion seconded by David Cotter

No further discussion – 5-0-0 – Motion Carries

- b) Three Rivers Bridge Rehabilitation Project – Early Environmental Coordination: The Commission received a letter from CME Associates, Inc. (CME) informing us that (CME) has been retained by the Massachusetts Department of Transportation, Highway Division (MassDOT Highway Division) to perform design services that proposes to rehabilitate the Main Street Bridge (Bridge No. P-01-005) over Quaboag River, in Three Rivers. The existing bridge is a three span structure originally built in 1948 and rehabilitated in 1963. The curb-to-curb width on the roadway is 38 ft. and the out-to-out width is 52 ft. - 8 in. supporting a 6 ft. wide sidewalk. The general scope of the project involves structural steel repairs to the beam ends to improve the load rating. A project locus map is enclosed for your information. As part of the environmental review we have sent early coordination letters to the Town of Palmer Historic Commission, Town Manager, and state environmental agencies. If you have any questions or comments about the project, please feel free to contact Tracey Osimboni (857.368.9291) of MassDOT Highway Division's Project Management Section. Please include the six-digit MassDOT Project File No. 608870 on all correspondence. Contract No. 72894,

Donald Blais asked how long till the project began. The Agent stated she believes the anticipated start date is sometime in 2021

- c) UTS gas release – Speedway Store #2417: On November 14, 2017, at 2:41 P.M., Patrick Corcoran of EnviroTrac, Ltd. provided notification to the Department of Environmental Protection (the Department) of a release of gasoline from underground storage tank(s) (USTs) at the subject location (the site). As reported, personnel from EnviroTrac Ltd. were overseeing removal of three gasoline underground storage tanks (USTs) and obtained headspace readings equal to or greater than 100 parts per million by volume (ppmv) from soil samples collected from the UST excavation. At the time of notification, the Department approved the following response actions as Immediate Response Actions (IRA): excavation and proper disposal of up to 500 cubic yards of contaminated soil; and, completion of assessment activities.
- d) MassDEP Wetlands Program Policy 17-1: Photovoltaic System Solar Array Review: This policy sets forth MassDEP's approach for reviewing ground-mounted solar photovoltaic systems relative to wetland jurisdiction. The policy strongly encourages the use of upland properties for locating ground-mounted photovoltaic systems (PVS). Placement of PVSs within jurisdictional wetlands is highly discouraged. Placement of PVSs within wetland buffer zones may be permissible with proper oversight. Clearing, stumping, and grading of large sloped areas require special measures and attention to control changes in site hydrology and associated erosion impacts during construction. In addition, conversion of forests to PVS arrays is less beneficial for greenhouse gas reduction than converting disturbed areas to PVSs.

Solar projects within the Buffer Zone or other jurisdictional area should endeavor to utilize Low Impact Development techniques and will receive credit for Environmentally Sensitive Site Design when LID is incorporated pursuant to the “Minimum Criteria for Credit” from Volume 3, Chapter 1 of the Massachusetts Stormwater Handbook.

DEP recommends the measures below to control the peak runoff rate, provide recharge, and treat TSS, provided the following are also met (note: the Applicant may provide documentation for consideration demonstrating that the peak rate of runoff, recharge, and TSS treatment requirements are still met in cases where the factors below are not met):

- slopes on which the PVS arrays are placed are not greater than 3:1 (18o or 33.5% slope), naturally or as graded;
- an erosion control plan is developed and implemented which prevents direct discharges to wetlands and which grade the project site to avoid or minimize channelized stormwater flow from the Buffer Zone directly into wetland resource areas;
- land disturbance and grading is conducted in a phased and selective manner (i.e. avoid, if possible, or minimize clearing the entire site at one time in order to minimize soil mobilization and the amount of soil exposure at any one time to reduce construction period runoff), or other appropriate construction best management practices are incorporated to preclude construction period runoff/erosion. Provide temporary land stabilization measures for all disturbed surfaces such as mulching until permanent native vegetative cover is established, and utilize temporary sedimentation basins as appropriate
- construction and post-construction phase stormwater management plans include sub-catchments under the PVS arrays which include stormwater BMPs such as infiltration trenches, water bar/log bars, and natural vegetative cover consisting solely of native grass and plant species (note: the extent of stormwater BMPs required will depend largely on the existing cover type as compared to the proposed cover type. In some instances, BMPs may not be necessary, where the proposed cover type represents an improvement over existing conditions);
- top soil is preserved or supplemented sufficient to maintain vegetation cover;
- solar panel rows are spaced in a manner to allow sunlight penetration sufficient to support vegetation between the solar panel rows;
- where panel rows follow the slope (i.e. the panel arrays are constructed down, rather than across, a slope) provide intermittent gaps between adjacent panels sufficient to accommodate anticipated runoff so that runoff occurs from individual panels rather than from the length of the entire array;
- panel drip edges (or leading edge of panels) are no greater than 10-feet above the ground surface;
- no conveyances or outfalls are constructed; and
- no work is proposed in a buffer zone of Resource Areas that borders a Critical Area, as defined at 314 CMR 9.02, or in the estimated habitat identified on the most recent Estimated Habitat Map of State Listed Rare Species prepared by the Natural Heritage and Endangered Species Program.

PVS array designs which do not qualify for LID credits shall demonstrate compliance with the Stormwater Management Standards specified at 310 CMR 10.05(6)(k)1-10, except that no stormwater recharge or TSS treatment shall be required when the ground surface under, and adjacent to, the PVS arrays consists of gravel/crushed stone or is planted and maintained with native vegetative cover sufficient to provide adequate infiltration and eliminate surface water runoff. For peak rate attenuation, the runoff curve number computations shall be reflective of the final land cover type being proposed below the panels and between the rows of panels. Further, the land cover type must accurately reflect the existing condition in the stormwater calculations; Applicants are cautioned to appropriately evaluate the existing land cover type to avoid post-construction issues arising from stormwater runoff. An erosion

and sedimentation control plan is required to be submitted as part of the NOI review. In addition to perimeter controls, the plan must demonstrate land disturbance will be minimized at any one time, or that other appropriate measures are implemented, to prevent erosion to resource areas

When calculations show an increase in peak flow, MassDEP recommends that re-engineering be conducted to include construction of retention basins or grading modifications (such as terracing or berms), infiltration trenches, bioengineering techniques, non-structural practices (e.g. establishment of a suitably sized and graded buffer area between the panels and vegetated wetlands or land under water) to mitigate the peak flows.

Accessory Structures: Access roads, parking areas, and rooftops of buildings or structures associated with a PVS arrays are fully subject to the Stormwater Management Standards specified at 310 CMR 10.05(6)(k).

The selected Runoff Curve Number must be from the U. S. Natural Resources Conservation Service WinTR55 Land Use Details list for roads, parking, or rooftops depending on proposed surface and Hydrologic Soil Group.

- e) PB Robinson Rd: The Commission received notice that the Palmer Planning Board denied the proposed Earth Removal Project on Robinson Road.

11. Project Monitoring

- a) DEP #256-0312 – MassDOT Toll Booth Removal: Currently there is no update for MA DOT. Robert Natario stated he had hoped to have a restoration plan for the Commission by today, but did not. The violation The Conservation Agent will conduct an inspection of the area the end of this week or next.
- b) DEP #256-0302 – Trail construction at Lavoliette under blanket OOC: Trail construction began at Lavoliette Field; but Pathfinder only completed two days of work before ending for the season. The trail bed was excavated down about 4”-6”, for approximately a ½ mile. The Agent will inquire what is to happen next, as the exposed soils of the trail bed should not be left uncovered over the winter. If no further work is to commence until the Spring, the exposed soils should be stabilized.
- c) DEP #256-0313 – Palmer Green: The Agent was informed by LEC Environmental that the work completed under DEP #256-0313 is completed and the vegetation has successfully regrown. The applicants were requesting the ability to remove the ESC. The agent conducted a site visit and approved the removal of the ESC. One removed, she did a follow up inspection to make sure no areas were disturbed by ESC removal. During her site inspection she also walked the boundaries of the Conservation Restriction on the property, held by the Commission. The Agent noted that people are still dumping large amounts of kitty litter into the CR. During the public hearings the matter of residents dumping was discussed and Palmer Green agreed to put inform residents that the area was permanently protected for conservation values and dumping was prohibited. The Commission discussed the matter and agreed to ask Palmer Green to install signage on boundaries of the CR, including visibly marking the CR boundaries as well posting no dumping/dumping prohibited signs as well.
- d) DEP #256-0280 – Meadowbrook Green Condos: The Agent attended the post-management survey/year-end inspection with Solitude. The aquatic plant management program for Meadowbrook Green focusses on the management of nuisance aquatic vegetation species, including: coontail (*C. demersum*), yellow water lily (*Nuphar variegata*), white water lily (*Nymphaea odorata*), duckweed (*Lemna* sp.), and filamentous algae in Meadowbrook Green Condominium Pond. All management activities were consistent with the Order of Conditions (DEP# 256-0280), and the License to Apply Chemicals issued by the MA DEP – Office of Watershed Management (# 17021).

12. Forest Cutting Plan Review & Comment

The Commission received a Forest Cutting Plan for Robinson Road. FCP #227-11056: Robinson Road, 86 acre Shelter wood Harvest w/ 1 new poled stream crossing. The Agent provided the following comment to Doug Hutcheson, DCR Service Forester: "I'm curious why the poled stream crossing is needed. It appears there is little harvesting occurring on the eastern side of the stream and there is already a culvert crossing on the cell tower access road that could be utilized, especially if their landing is at the bottom of that. The topography seems to be favorable enough in that area to allow access from the existing road."

Hutcheson responded: "You raise a fair point. The crossing is necessary because the landowner and cell tower folks are at odds over the use of the road by logging equipment. The landing location and skid road layout minimize its use."

13. New/Old Business

- a) Administration of 2018 MA Trails Grant: The Commission signed the Agreement for the MA Recreational Trails Grant. The Agent met with SCA and is currently working on scheduling SCA for after July 1st 2018. The Agent & Dave Cotter will conduct a site visit Thursday 12/14/2017 at 9:00am to mark out parking lot. The Agent will also print out the volunteer tracking hour sheets for Dave. He Commission discussed asking Palmer Town Council to borrow the \$50,000 for grant due to the two year time line for grant completion and because it is a reimbursement grant, so funds must be appropriated and spent before they are paid to the Town. Chairman Blais recommended the Commission ask added to the Councils January agenda to discuss the request. The agent & Chair will draft a letter of request.
- b) Delineations Policy: The Town manager has spoken with the Chair, Donald Blais several times about his concerns on the Commissions delineation policy. He was invited to tonight's meeting to discuss his questions and concerns but did not attend. The commission reviewed the policy and agreed to keep the policy in place. This is because the Conservation Commission has primary responsibility for enforcing the MA wetlands Protection Act. As such, the Commission is granted enforcement authority in both the Act and its Regulations. Sometimes, however, our authority needs to be further refined or explained. In such cases, the Commission may develop and implement policies and write guidance. In addition, the Commission sometimes issues policy or guidance to encourage compliance with other environmental requirements not necessarily spelled out in the WPA.

Our policy documents represent the Commission view of specific issues and are made to further clarify our ordinance and regulations and to assist in implementation of our ordinance and regulations. We are well aware they are not enforceable legal tools, but are designed to improve the internal management of various permits issued by the Town of Palmer and prevent the issuance of conflicting permits or conditions of permits.

A general rule of thumb and common practice among most consulting firms representing developers is to confirm the location of jurisdictional resource areas before finalizing the design of a project or applying for permits with other boards. Under the MA WPA the burden of proof is on the applicant to demonstrate to the Conservation Commission their project is not within wetland resource areas. If the Commission confirms the resource areas on site and participate in the permitting process.

It is a policy of the Conservation Commission and it is a policy for a reason. We are regulating our own site plan approval process, not the planning boards. Attorney Falk's opinion is very true that since this Policy was not enacted by the Planning Board, the Policy is not enforceable by the planning board with respect to applicants for Site Plan Approval through the planning board.

One of the main issue the Conservation Commission faces in Palmer is that people automatically assume if the Planning Board gives the OK they can proceed. This has resulted in numerous violations.

It is much easier to administer the WPA than it is to enforce it. It also requires much less time to administer the WPA than enforce it. By this I mean, if the developer follows the proper steps and

verifies jurisdictional areas with the Commission prior to site plan approval with the planning board or Commission we can review and condition the project to protect the interests of the act. Too often a site plan is approved by the planning board with resource areas depicted on it, but the limit of work is the 100-foot buffer. The applicant never files with the Commission and then we have to play catch up because they did not have a proper land clearing and erosion and sediment control plan they were following and it resulted in a discharge to jurisdictional areas.

- c) Culvert Assessments: The Agent is working on culvert assessments with several volunteers. Eight (8) culverts have been completed on 11/27/2017 & 11/28/2017. All 8 were associated with Graves Brook and the downtown depot village area. Additional work days include Monday December 11 & 18, 2017 (weather permitting).
- d) 604(b) Grant Application – Lake Thompson: The grant has not been officially announced yet but the Agent did find out the grant workshop will be held Wednesday January 24, 2018 in Worcester.
- e) Wildlife Habitat Management Grant Application: The Agent did not get the application in on time for invasive species removal & monitoring at Midura.
- f) Massachusetts Environmental Trust Grant Application: The Agent is working on a grant, due 12/15/2017, for Water Quality Monitoring under the MS4 for our DDA rivers in the old mill areas of town.

14. Upcoming Filings:

- a) ANRAD: 358 Shearer Street – Icehouse
- b) NOI: 273 Breckenridge Street – Ground mounted solar
- c) NOI: 3014 Thorndike Street – SFH Construction
- d) NOI: 15 Advance Street – SFH Construction
- e) NOI: Forest Lake – Seasonal Cottage Development

15. **Office Closed:** 12/11/2017, 12/13/2017, 12/18/2017

16. **Upcoming Events, Conferences & Trainings:** MSMCP/MACC Meet Dot, New Executive Director (12/13/2017)

17. **Set Next Meeting Date: Tuesday December 19, 2017 @ 7:00pm Christmas Party**

18. **Meeting adjourned: 11:00 PM**

Motion made by David Cotter to adjourn at 11:00 PM

Motion was seconded by Nicholas Zeo

No further discussion – 5-0-0 – Motion Carries

Sincerely Submitted,

Angela Panaccione
Palmer Conservation Commission Agent



TOWN OF PALMER CONSERVATION COMMISSION

Donald Blais, Chair
David Cotter, Vice Chair
Peter Izyk
Nicholas Zeo
Brenda Cole

LOCATION: Town Administrative Building Meeting Room
4417 Main Street, Palmer MA 01069

Angela Panaccione, Agent

Meeting Documents

Tuesday, December 5th, 2017 – 7:00 PM

The following is a list of documents used at the above meeting, in addition to those included in the agenda packet which is part of the official record of the meeting:

#	Description	Agenda Item	Retained
3	Meeting Minutes: 10/19/2017	Approval of Minutes	FY 18 Minutes Binder
4(a)	Invoice #200001371 MACC – Donald Blais Jr Fall Conference	Approval of Payables	FY 18 Payables Folder
4(a)	Invoice #200001428 MACC – Nicholas Zeo Fall Conference	Approval of Payables	FY 18 Payables Folder
4(b)	Invoice #75228 & 75120 Roberts & Sons	Approval of Payables	FY 18 Payables Folder
4(c)	Invoice MLTC – Angela Panaccione Communications Workshop	Approval of Payables	FY 18 Payables Folder
4(d)	Invoice Angela Panaccione Mileage October 2017	Approval of Payables	FY 18 Payables Folder
4(e)	Invoice Donald Blaise Jr – Mileage October 2017	Approval of Payables	FY 18 Payables Folder
4(f)	Invoice Angela Panaccione Mileage November 2017	Approval of Payables	FY 18 Payables Folder
5(a)	Emergency Permit: Mass DOT MA RT-20 (Park Street) Culvert Cleaning	Signing of Documents (DOA, OOC, COC, Ext, Etc.)	Emergency Permit File Folder
5(b)	Emergency Permit: Palmer DPW MA RT-20/Bridge Street/Park Street Stream Cleaning	Signing of Documents (DOA, OOC, COC, Ext, Etc.)	Emergency Permit File Folder
5(c)	Emergency Permit: Palmer DPW Flynt Street Culvert Replacement	Signing of Documents (DOA, OOC, COC, Ext, Etc.)	Emergency Permit File Folder
5(d)	Emergency Permit: CSX Culvert Cleaning & Full Breach of Beaver Dam	Signing of Documents (DOA, OOC, COC, Ext, Etc.)	Emergency Permit File Folder
6(a)	Form 8A: Request for a Certificate of Compliance DEP #256-0269: Palmer Motorsports Park – 58 West Ware Rd	Certificates of Compliance	Palmer Motorsports Park File Box DEP #256-0269
6(b)	Form 8A: Request for a Certificate of Compliance DEP #256-0320: Peterson Road Solar – Peterson Rd	Certificates of Compliance	DEP #256-0320 File Folder
6(b)	Form 8B: Certificate of Compliance DEP #256-0320: Peterson Road Solar – Peterson Rd	Certificates of Compliance	DEP #256-0320 File Folder

6(c)	Form 8A: Request for a Certificate of Compliance DEP #256-0311: Landfill Solar – Emery Street	Certificates of Compliance	DEP #256-0311 File Folder
6(c)	Form 8B: Certificate of Compliance DEP #256-0311: Landfill Solar – Emery Street	Certificates of Compliance	DEP #256-0311 File Folder
6(d)	Form 8A: Request for a Certificate of Compliance DEP #256-0293: National Grid – 24 Blanchard Street	Certificates of Compliance	DEP #256-0293 File Folder
6(d)	Form 8B: Certificate of Compliance DEP #256-0293: National Grid – 24 Blanchard Street	Certificates of Compliance	DEP #256-0293 File Folder
7(a)	As Built for 1239 Park Street UTS Replacement	Schedule of Public Hearings	1239 Park Street Violation Folder
8(b)	CAD Existing Condition w/ Proposed Barn 96 Rondeau Rd	Violations & Enforcement	96 Rondeau Road Violation Folder
8(b)	Enforcement Order: 96 Rondeau Road	Violations & Enforcement	96 Rondeau Road Violation Folder
8(f)	Site Photos 1 Aspen Circle	Violations & Enforcement	1 Aspen Circle Violation Folder
10(a)	SB 2182 Letter of Support	Review Mail/Phone Messages	SB2182 File Folder
10(b)	Three Rivers Bridge Rehabilitation Project – Early Environmental Coordination	Review Mail/Phone Messages	Three Rivers Bridge Rehabilitation File
10(c)	UTS gas release – Speedway Store #2417	Review Mail/Phone Messages	UTS gas release – Speedway Store #2417 File
10(d)	MassDEP Wetlands Program Policy 17-1: Photovoltaic System Solar Array Review	Review Mail/Phone Messages	MA DEP Policies Binder
11(a)	Site Inspection Reports DEP #256-0312: MassDOT Toll Booth Removal	Project Monitoring	DEP #256-0312 File Folder
11(b)	Site Inspection Reports DEP #256-0302: Trail construction at Lavoliette under blanket OOC	Project Monitoring	DEP #256-0302 File Folder
11(c)	Site Inspection Reports DEP #256-0313: Palmer Green	Project Monitoring	DEP #256-0313 File Folder
11(d)	Site Inspection Reports DEP #256-0280: Meadowbrook Green Condos	Project Monitoring	DEP #256-0280 File Folder
11(d)	2017 Year-End Report Meadowbrook Green Condos, DEP #256-0280	Project Monitoring	DEP #256-0280 File Folder
12	FCP #227-11056: Robinson Road	Forest Cutting Plan Review & Comment	FY2017 Forest Cutting Plans File
13	New Open Meeting Law Guide, Revised October 6, 2017	New/Old Business	Open Meeting Law file
13(a)	SCA Scheduling Excel Files & Correspondences	New/Old Business	2018 MA Trails Grant File

13(a)	2018 MA Trails Grant Agreement	New/Old Business	2018 MA Trails Grant File
13(b)	4/5/2017 Delineations Policy	New/Old Business	Delineation Policy Folder
13(b)	9/15/2017 Town Managers Response to Delineations Policy	New/Old Business	Delineation Policy Folder
13(b)	9/17/2017 Conservation Commission Response to Town Manager on Delineations Policy	New/Old Business	Delineation Policy Folder