

**SOUTH HADLEY CONSERVATION COMMISSION**  
**MEETING MINUTES**  
**June 13, 2018**

**PRESENT:** John (Jack) Fleming, Vice Chair; William (Bill) Bacis, Member; Jim Canning, Member; Neva Tolopko, Member; Alex Krofta, Associate Member; Anne Capra, Conservation Administrator/Planner

The meeting for June 13, 2018 was called to order at 6:00 p.m. by Commission Vice Chair Fleming.

1. **6:00 P.M. PUBLIC HEARING** on request to Amend Order of Conditions #288-435 by Katherine Ballantine, Mount Holyoke College Restoration Ecology Program to include an additional 200 square foot overlook platform with 12 stairs and 20 linear feet of additional 6-foot wide boardwalk to connect to a previously permitted boardwalk, off Silver Street (Assessor's Map 49, Parcel 30) – Commissioner Canning read the Meeting Notice. Kate Ballantine explained that this project began about six (6) years ago. She added that the amendment to the Order of Conditions will improve the pedestrian access throughout the entire site and prevent plants from being trampled. The overlook will be especially useful for mobility impaired visitors. The Administrator noted that this would have an impact in the Conservation Zone and the outer Buffer Zone. The Commission also discussed water quality, the wetlands, habitats, and invasive species. **Motion:** Commissioner Canning moved and Commissioner Tolopko seconded the motion to amend the Order of Conditions #288-435 as submitted. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.

The Administrator suggested that the Commission move to 2 Bach Lane, Agenda Item #3 due to the time. All the Commissioners were in agreement.

3. **6:30 P.M. PUBLIC HEARING** on a Notice of Intent by Don and Victoria Jarvis for construction of a retaining wall and restoration of eroded bank, 2 Bach Lane (Assessor's Map 58, Parcel 62) – Commissioner Tolopko read the Meeting Notice. The Administrator stated that an Order of Conditions was issued to restore the back yard three (3) years ago and described the project for the Commissioners. The previous property owner filed bankruptcy before implementing the approved restoration work. Prior to the previous owner filing bankruptcy, they put crushed stone at the top of the slope which eroded down to the bank, exacerbating the problem. The Administrator explained that the Order of Conditions was expiring in June and with the significant modification that was needed the Department of Environmental Protection (DEP) recommended a new Notice of Intent needed to be filed. She added that Mr. Jarvis has submitted plans, but there is no DEP file number issued yet. She noted that DEP has asked that a professional engineer represent the applicant and/or the Commission seek a third party peer review. The Administrator suggested to have the applicant bring in a professional to represent the project rather than have the Commission bring on the third party peer review, at this time. The Vice Chair voiced his agreement. She continued that she had shared her comments with Mr. Jarvis, who has also submitted a joint filing with Natural Heritage and Endangered Species Program (NHESP). So the project is

under review by them now. The Administrator stated in addition the plans with the retaining wall calculations design by Chicopee Masonry Supply are not stamped by a professional engineer. She explained plans for walls/retaining walls over four (4) feet tall need to be stamped by a professional engineer for a building permit. The Administrator added that there was an element in the plan that was discussed a roof gutter drainage system that needs to be identified on the plans with specifications and information on how and where it discharges. The applicant introduced himself and addressed the Commission regarding the work to be performed. The Commission then discussed with the Applicant the construction process and the use of heavy equipment. The Administrator stated the Public Hearing would need to be continued until the next meeting at 6:00 p.m. **Motion:** Commissioner Bacis moved and Commissioner Canning seconded the motion to continue the Public Hearing until July 11, 2018 at 6:00 p.m. to allow for the issuance of a DEP file number, a response from NHESP, a site visit by the Commission, and submittal of required plans. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.

2. **6:15 P.M. PUBLIC MEETING** on a Request for Determination by the Town of South Hadley for construction of a parking lot and trail improvements for the River to Range Trail Phase II at the Bachelor Brook-Stony Brook Conservation Area, Hadley Street (Assessor's Map 53, Parcel 16) – The Administrator stated that a site visit was conducted on May 15, 2018 with Commissioners Canning, Tolopko, & Bacis in attendance. She added this was reconstruction of the parking lot (64' x 64') on Route 47. The Administrator added they will be excavating down four inches (4") of surface material and replace with compacted ¾" minus compacted aggregate. She explained that the grades and elevation would remain the same. The Administrator noted that the parking lot is outside the 50-foot Conservation Zone and also discussed flood elevations. She explained that she contacted Mark Stinson of Department of Environmental Protection (DEP) and he advised if the elevations and grading remain the same and the Commission is just replacing the parking lot then the Commission could just submit a RDA. The Administrator discussed the silt fence that would be used for erosion control and to delineate the work area. She noted that the other improvements include the installation of a new kiosk at the trailhead and a couple of crossings that are existing for an intermittent stream. The Administrator stated that this would be funded by a Recreational Trails Grant (Phase II). She explained that the original Grant was to build a bridge over Bachelor Brook, but that didn't work out. Amanda Lewis, Grant Coordinator for Department of Conservation & Recreation (DCR) was contacted by the Administrator and the situation of the bridge at Bachelor Brook was discussed. After Ms. Lewis reviewed the work she agreed to let the Commission rewrite the amended scope to do the work here, and have Americorps build it. The Administrator explained the functions of Americorps and explained that they will be here in July for a ten (10) day period. She also described the type of work they would be performing. **Motion:** Commissioner Bacis moved and Commissioner Tolopko seconded the motion to issue a Negative Determination #2 – the work described is within area subject to protection under the Act, but will not remove, fill, dredge, or alter that area. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.
4. **7:00 P.M. PUBLIC MEETING** on a Request for Determination by Shelley and Lawrence Gustafson for construction of a 24' x 30' garage, 56 Easy Street (Assessor's Map 30, Parcel 121) – Commissioner Canning read the Meeting Notice. The representative for Shelly and Larry Gustafson explained the project as replacing a 100 year old small garage that

collapsed this past winter with a 24' x 30' garage in the same area. The Commissioners then discussed the size and location of the garage, the type of interior flooring, roof type, and the size and shape of the parcel. Commissioner Bacis discussed the location of the stakes visible in the site photos. Vice Chair Fleming asked the Administrator about the site visit. She stated she did not observe any erosion around area where the garage is to be built.

**Motion:** Commissioner Tolopko moved and Commissioner Bacis seconded the motion to issue a Negative Determination #2 – the work described is within area subject to protection under the Act, but will not remove, fill, dredge, or alter that area. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.

5. **Discuss and Consider** Partial Certificate of Compliance requested by Susan Niquette for #9 Pine Grove Drive (Assessor's Map 31, Parcel 110-9) – The Administrator stated that Attorney Baker submitted the request due to the pending sale of the unit. The Administrator explained to the Commissioners that the contractor failed to record the Order of Conditions and so now, with the sale of each of the units, a separate partial Certificate of Compliance is required. **Motion:** Commissioner Canning moved and Commissioner Bacis seconded the motion to issue a Partial Certificate of Compliance for Pine Grove Condominiums, Unit #9 on Pine Grove Drive. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.
6. **Discuss and Consider** Approval of Meeting Minutes from April 11, 2018 and May 2, 2018 – Commissioners stated they reviewed the minutes and found no corrections or changes. **Motion:** Commissioner Tolopko moved and Commissioner Bacis moved to approve the Meeting Minutes of April 11, 2018 and May 2, 2018. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.
7. **Discuss and Consider** Proposals for Invasive Species Removal at Bachelor Brook-Stony Brook Conservation Area – The Administrator explained that three (3) proposals were submitted. Of the three (3) proposals received; one (1) was reasonable, one (1) was high, and one (1) was low. She added that she will send out copies of the proposals for the Commissioners to review and that she would be sending out her recommendation.
8. **Administrator's Report** (including updates on projects, violations, next meeting dates, and correspondence log) – The Commissioners and the Administrator discussed the trash pick-up day at the high school and how 15 bags of trash were removed. The Administrator stated that she will continue to work with the High School on this. The Commissioners also discussed the arrangements of the River to Range Trail opening ceremony. The next meeting will be July 11, 2018. The Administrator stated that tonight was Vice Chair Fleming's last meeting and suggested the Commission get together for a luncheon to thank him for all his hard work. It was agreed and a date and time would be set up.
9. **Other New Business** (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice) – There was no new business brought before the Commission.
10. **ADJOURNMENT** – **Motion:** Commissioner Canning moved and Commissioner Bacis seconded the motion to adjourn. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion.

Respectfully submitted,

Doris Leclair, Senior Clerk  
Planning & Conservation

Attachment A

List of Documents Reviewed in June 13, 2018 Conservation Commission Meeting

<u><i>Document</i></u>	<u><i>Record Location</i></u>
Conservation Meeting Agenda	Conservation Agenda & Minutes Binder
Administrator Notes	Conservation Agenda & Minutes Binder Individual Project Files
Minutes	Conservation Agenda & Minutes Book Individual Project Files
Sign In Sheet	Conservation Agenda & Minutes Binder