

**SOUTH HADLEY CONSERVATION COMMISSION**  
**MEETING MINUTES**  
**August 22, 2018**

**PRESENT:** Jim Canning, Vice-Chair; William (Bill) Bacis, Member; Neva Tolopko, Member; Stephanie Clymer, Member; Anne Capra, Conservation Administrator/Planner; Nick Lapointe, Fuss & O’Neill; Aimee Bell, Fuss & O’Neill

The meeting for August 22, 2018 was called to order at 5:58 p.m. by Commission Vice-Chair Canning. The Commissioners all welcomed the newest member, Stephanie Clymer.

1. **6:00 P.M. PUBLIC HEARING** on Notice of Intent by Town of South Hadley for roadway reconstruction of Gaylord Street and redevelopment of an existing parking lot on Main Street, Gaylord Street and Main Street – Commission Vice-Chair Canning read the Meeting Notice. Mr. Nick Lapointe of Fuss & O’Neill introduced himself and explained that he would be the Project Engineer. He also introduced Aimee Bell of Fuss & O’Neill explaining that she helped prepare the Notice of Intent (NOI) and worked on the Stormwater portion. Mr. Lapointe began with a brief history and an overview of the project and explained where the project began and the waterline replacement area was located. He also explained where sidewalks would be located and the proposed parking lot improvements. Ms. Bell, utilizing the Site Plan, showed the Commissioners where the repair of the slope failure and erosion remediation would take place. Ms. Bell stated that there would be no work performed in the Bordering Vegetated Wetland (BVW). She added that if anything was disturbed in the wetland area it would be repaired. When the Commissioners asked the Administrator for her comments, she replied that the work proposed was “pretty straight forward”. Commissioner Bacis then inquired about the location of the propane tanks. An inquiry was made about Department of Environmental Protection (DEP) issuing a file number and if the project was still being processed. The Administrator explained that DEP had issued a file number, but they also included comments about a previous location and possible mitigation required. Ms. Bell stated that she worked on that project – Riverside Park and explained where the work was performed and what was involved. Commissioner Tolopko inquired if Ms. Bell could explain the reduction of the parking lot. Ms. Bell explained the work to be performed and discussed the flood plain elevation with the Commission. A Property Manager from a Gaylord property stated he wanted to check where the work would be performed, the amount of sidewalk to be replaced, and if the guardrail would be fixed or replaced. The Commission also requested a copy of the Abutter’s Notification. Mr. Lapointe and Ms. Bell both stated a copy would be forwarded to the office in the morning. **Motion:** Commissioner Tolopko moved and Commissioner Bacis seconded the motion to approve the roadway reconstruction of Gaylord Street including Stormwater System, roadway structures, and the 50’ no disturbance of the wetlands, and including the parking lot. The Commissioners voted **Four (4)** out of **Four (4)** members present in favor of the motion. Commission Vice-Chair Canning then closed the Public Hearing.
  
2. **6:15 P.M. PUBLIC HEARING** – Notice of Intent by William Mugg for planting a vineyard at 440 Amherst Road (Assessor’s Map 58, Parcel 91) – Commission Vice-Chair Canning read the Meeting Notice. He inquired who was going to present for Dr. Mugg’s

project. Since no one responded, the Administrator stated that she would review the project with the Commissioners. The Administrator explained that only one (1) hard copy of the plan was submitted and distributed additional copies she made to the Commissioners. She explained that it had to be scanned in two (2) pieces because the applicant did not submit an electronic copy. The Administrator added that currently the proposal is to plant grapevine for a commercial vineyard on the property. The Administrator noted that there are wetlands that were flagged in the fall and described the layout of the property. She noted that the property is regulated by the South Hadley Bylaw, and that a site visit was held a couple of weeks ago. The Administrator explained that one (1) of the comments from DEP when they issued the file number was that the NOI was incomplete in that it did not include a narrative description how the wetlands were delineated. She added that it was her understanding that Dr. Mugg is no longer working with a professional wetland scientist. The Administrator explained that the last item was that the NOI was submitted jointly to Natural Heritage and Endangered Species Program (NHESP), but the applicant did not include the filing fee which is required in order to receive their comments. She suggested that the Commission continue the Public Hearing to the next meeting date. The Commissioners then discussed a past applicant that had their time continued and continued and was never ready. The Administrator stated that she would notify the applicant of the new meeting date and time and would ascertain at that time if the applicant was ready. The Administrator then answered several questions from the audience about length of time to remain open, how did the Commission find out about the project, who is NHESP, etc. **Motion:** Commissioner Bacis moved and Commissioner Tolopko seconded the motion to continue the Public Hearing to September 12, 2018 at 6:15 p.m. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion. Dr. Mugg arrived after the Public Hearing was continued and the abutters had left. He was instructed to telephone the Administrator for a list of items that needed completion.

3. **Discuss and Consider** – Approval of Meeting Minutes from August 1, 2018 and August 10, 2018 – The Commissioners acknowledged that they had reviewed the minutes. **Motion:** Commission Vice-Chair Canning moved and Commissioner Tolopko seconded the motion to approve the minutes of August 10, 2018. The Commission voted **Four (4)** out of **Four (4)** members present in favor of the motion. **Motion:** Commissioner Tolopko moved and Commissioner Bacis seconded the motion to approve the minutes of August 1, 2018. The Commission voted **Four (4)** out of **Four (4)** people present in favor of the motion.
4. **Administrator's Report** (updates on projects, violations, next meeting dates, correspondence log) – The Administrator had the following to share with the Commissioners:

**Orchards Golf Course NOI** – The Administrator stated that she and Commissioner Bacis met with Jodi Lauzier of the Orchards Golf Course, Kevin McCaffery of SWCA, and Orchards Course Superintendent to review the two (2) ponds and the intermittent stream channel they would like to remove sediment from. She noted that the plan of action is to formally withdraw the open NOI application #288-445 and restructure their proposal to address the removal of sediment. The Administrator explained that they have an Order of Conditions (OOC) for General Maintenance #288-399 which is expired so they will be submitting a request for a Certificate of Compliance (COC) or a Partial Certificate of

Compliance (PCOC). She noted that when they submit their new NOI they will also submit jointly with the Army Corps of Engineers (ACOE) for a Water Quality Certificate.

**Bachelor Brook South Trail** – The Administrator stated that the trail improvement work has been awarded to Conservation Works to connect the River to Range Trail with the ADA loop. She added that she will issue a contract amendment to have Conservation Works finish the work not completed by SCA Americorps. The Administrator noted that she will be looking for price quotes for the parking lot improvements.

**Batchelor Brook North Trail** – The Administrator stated that she was working on a Request for Proposal (RFP) for trail work on the north side of the river.

**Invasive Species Control at River to Range Trail** – The Administrator explained that Roberta Lombardi a botanist for Land Stewardship conducted her inventory for rare species last week. She added that Ms. Lombardi is expected to file her report with NHESP next week. The Administrator noted that the Commission should receive comments from them soon.

**River to Range Trail Go4Life Stroll September 16, 2018 1-3 p.m.** – The Administrator explained that the Bike Walk Committee and the Senior Center will be hosting a walk for all ages and abilities from 1:00 p.m. to 3:00 p.m. She noted that on September 14, 2018 there will be a work day for students from South Hadley High School from 9:00 a.m. to Noon to plant some woodland plants.

**Buttery Brook Stream Assessment Friday, August 31, 2018 8:00 a.m. to 3:00 p.m.** – The Administrator explained that the stream assessment was scheduled for August 31, 2018 from 8:00 a.m. to 3:00 p.m. She added that she has 12+ volunteers, and has contacted property owners for permission for entry onto their property but has only hear from two (2). The Administrator explained that the volunteers would not go down into the Brook because the area is too overgrown. She noted that the volunteers would receive a data sheet and a map. The Commission then discussed the qualifications of the volunteers, if there would be some sort of identification for the participants, and the size of the area to be covered.

**Black Stevens Conservation Area Junk Car Removed** – The Administrator announced that the car that was near the boundary of Black Stevens had been towed. She noted that there had been some scrape metal pieces left behind, but those could be cleaned up during the Source to Sea Cleanup on September 28, 2018.

**Next Meeting Dates** – The Administrator noted that the next meeting dates would be September 12, 2018 and October 3, 2018.

5. **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.

6. **ADJOURNMENT** – **Motion:** Commission Vice-Chair Canning and Commissioner Tolopko 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 August 22, 2018 Conservation Commission Meeting

<b><u>Document</u></b>	<b><u>Record Location</u></b>
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
Hard copy of Plan for 440 Amherst Road	Project File