

## Lakeville Conservation Commission

### Administrative Meeting Minutes

June 26, 2012

Chairman Orrall called the meeting to order at 7pm.

***In attendance: Emery Orrall; Chairman***

***Linda Grubb, Pam Rasa, Mike Schroeder, Bob Bouchard, Joseph Chamberlain and Ryan Trahan; Commissioners***

***Nancy Yeatts; Interim Agent***

Interim Conservation Agent Nancy Yeatts was introduced and passed out new office hours. She was asked to change the message on her cell phone to include her new position, and add names of herself and Secretary Jennifer Jewell to the office hours.

Linda handed out 4 new pages for the "blue book" dated 6/20/12, and a new RDA page. She also requested that when documents are altered that they need to be dated at the bottom of each page. Linda also suggested that site visits be posted on Google web calendar.

Mike had a lot of questions about the plant list that was compiled. She will be taking out the plants that are not appropriate and will work on a list of general wetland plants. **The current list will not be handed out at this time.**

Linda also suggested that site visits be posted online on the Google Earth Calendar.

Potential agenda items need to be in to Jennifer 8 days prior to the meeting and Emery will review and "set" the agenda. Emery would also like to see minutes on the web site. Linda noted that there are no minutes for 2011. Linda asked Nancy to check where the minutes are kept in the office.

#### Enforcements

- 186 Main Street; work to be completed by the end of the summer (August 31<sup>st</sup>?)
- Tyler Way; needs to be completed and delivered by Joe. Linda suggested that if other commissioners want to see the site they could accompany Joe.
- 6 Chris Jenn Brook; Trees were cut. Nancy will check the site and decide if the neighbors need to be included in the Enforcement Order.
- 313 Pond Lane (Cedardale) Issued, but never appeared before the Commission.

Discussion: Hedges: Nancy will check on the OOC and see where they are at.

Panettieri: Needs a plan showing where the replication for the bank project will be.

Rita came in to talk about a hiring committee for the new Conservation Agent. There will be a representative from:

Board of Selectmen (John Powderly)

Planning Board

ConCom (Joe Chamberlain)

Rita would like a job description that includes a candidate with planning experience. Job will be posted on the MACC website.

Rita also handed out copies of the 2013 budget.

Linda passed out the General Wetland Bylaw of Topsfield and there was discussion about a committee being formed to work on one for Lakeville. These committee meetings should be posted as per the suggestion in MACC handbook.

Linda also proposed that the regular ConCom meetings be moved to a larger location as the Conference Room becomes quite crowded and noisy at times.

Nancy will look into either the Library or the COA as alternate locations.

**MOTION: by Linda**

**To establish an ad hoc General Wetland Bylaw study committee charged with drafting a General Wetland Bylaw for the Town of Lakeville.**

**Seconded by Pam**

**Unanimous Approval**

Linda will head up the committee and Ryan & Pam volunteered to assist. Lakeville residents will be encouraged to join. Emery will write a letter to the Selectmen to inform them of this decision, and include the reference from the handbook that explains that it is within the preview of the Commission to do this. The first meeting date was set for August 2, 2012 at 7pm.

One focus of the Committee: **Why a wetlands bylaw will benefit the Town of Lakeville**

Linda gave a the Treasurers report and passed out a memo from accounting (see attached)

For 2013: The Commission will vote to spend money, but after approval, Joe, Emery or Linda can sign off.

MACC membership: Add Nancy (to replace Tara) Ryan and Sarah.

Water extraction bylaw: Emery will send a memo to the Selectmen requesting to be on the agenda to discuss this on July 9, 2012.

25' No Touch Zone should be included in the proposed wet-land by-law.

**Other Business:**

Joe requested that a list be generated on what the funds from the Diana Slocombe Memorial Fund were being used for.

**Motion: by Pam**

**To adjourn at 8:45pm**

**Seconded by Mike**

**Unanimous Approval**