

**Carlisle Conservation Commission**  
**Minutes**  
**August 18, 2011**

Chair Peter Burn opened the meeting at 7:45 PM. In addition to Burn, members Luke Ascolillo, Tom Brown, Tom Brownrigg, Jenifer Bush, Kelly Guarino and Conservation Administrator Sylvia Willard were present. Member Debra Kimbrell-Anderson was absent.

**7:45-8:00 PM - New & pending business**

New Member – The commission welcomed new member Thomas E. Brown.

Cranberry Bog Coordination Committee – Willard reported that Warren Lyman of the Land Stewardship Committee (LSC) volunteered to be a member of this committee, which will include three people from Chelmsford. Guarino had already volunteered to be a member. The committee will probably meet two or three times a year.

800 Curve St. – Willard stated that she has not received a reply from the property owner regarding his planting of shrubs along Curve St. across from his home.

Greenough Garden License Agreement – Willard reported that she contacted Gale Constable regarding her request to garden near the Greenough barn. Constable said that she was unable to turn the soil there because her rototiller had been under repair. The commission discussed how Constable’s application be handled next year, assuming that she is still interested. It was decided that she should sign an agreement as a “pilot project” again next year, and that in following years, license applications will be opened to other interested gardeners.

Curve Street Dam – Willard expressed frustration and concern with not knowing how to proceed regarding the Massachusetts Office of Dam Safety’s decision to continue to classify the Curve Street dam as a safety hazard. Guarino suggested that ConsCom discuss the matter with Town Counsel, and Willard thought that this was a good idea. Burn agreed to be the ConsCom representative for these discussions.

New Certified Vernal Pools – Brownrigg reported that NHESP has certified four vernal pools, for which documentation was submitted in 2009: Hart Land (Town of Carlisle), along a trail from Hart Farm Rd.; 116 Estabrook Rd. (Emily Merz) also known as the “Milliken Pond”; 373 School St. (Cynthia Scheppe); along a trail leading east from near 875 West St. to the “Benfield Twin Peaks” Land (owned by the Carlisle Conservation Foundation).

Vacation Procedures – Willard announced that she will be on vacation from 8/20 until 9/02, and requested that a ConsCom member be available to answer questions from the public during her absence. Burn and Brownrigg volunteered to be the primary and secondary contacts respectively.

**8:00 PM (DEP 125-0855) Sam and Suzanne Pietropaolo, 110 Maple St.: request for tree removal beyond existing Order of Conditions issued 5/05/09 for demolition of a home and construction of a new home and associated grading.**

The Pietropoulos explained that three trees are leaning dangerously close to and toward their new house, and they would like to have them removed. According to Willard, who visited the site, the trees are at least 35 ft. from the wetlands. After discussion, it was decided to allow removal of the trees as a "field change" to the existing plan, for which the Orders of Conditions are still open. Bush moved to approve the field change, Ascolillo seconded, and all voted in favor, except for Guarino, an abutter, who had previously recused herself from the discussion.

**8:15 PM (DEP 125-0903) Notice of Intent, continued hearing. Applicant: Prema Bose.  
Location: 41 Skelton Rd. Project description: removal of an existing home and swimming pool and construction of a new home and associated grading.**

Engineer Gary Shepherd of David Ross Associates and Architect Anthony Pisani represented the applicant. Shepherd stated that in response to Willard's comments he had made several changes to the plan, revised 7/29/11. Stockpiles of demolition materials will be located outside the Riverfront Area, and a recommendation that the property owner advise the contractor to protect trees located near the construction area. A pipe at the pool drain, was located on the plan and will be cut off and capped. Needed to be included in the work is removal of a large white pine near the existing house that was missed on the original plan.

Willard had circulated a memo dated 8/18/11 with other concerns that should be addressed with the Special Orders of Conditions, and the commission discussed these with Shepherd. Guarino asked if there is any work planned for the path that leads to the river. Mr. Bose, son of the applicant, suggested that Willard be consulted regarding any proposed stabilization. Regarding vista pruning, Pisani offered to provide recent photographs of the property from the river, and of the river from the property, in order to establish a "baseline" vista. Willard was concerned about the fact that wetland flags for the BVW were missing in certain areas, and that DEP Orders of Conditions require these flags. Brownrigg suggested that flags within 100 ft. of the construction area be restored. Willard was also concerned about the adequacy of the siltation barrier at the top of the slope, and suggested installing orange plastic construction barrier with supporting wattles. Shepherd noted that a cement mixer went into a wetland in Concord recently, and this might have been prevented with a construction barrier. After discussion, it was decided that construction fencing at the top of the slope would be adequate. Guarino moved to close the public hearing, Ascolillo seconded, and all voted in favor. Guarino moved to issue a Standard Order of Conditions with the following Special Conditions:

1. Photographs of the site will determine a baseline vista. Pruning of trees and shrubs using hand tools will be permitted to maintain the existing vista, and the slope will be kept vegetated to prevent erosion.
2. Construction fence will be installed along the edge of the slope during the demolition and construction periods.
3. Wetland flags #22-#29 will be checked and replaced if necessary.
4. A plan of a new septic system, if required by the Board of Health, will be supplied for the ConsCom files.
5. Plans for any additional work on the path to the river will be submitted to ConsCom prior to work.

Bush seconded the motion and all members voted in favor, except Brown and Guarino, who abstained.

**8:30 PM (DPA-288) Request for Determination of Applicability. Applicant: Cary Keller. Project location: 133 Partridge Lane. Project description: regrading a slope, removal of 3-6 trees and plantings, and installation of a child's play-set and grass.**

Keller would like to remove several trees in their back yard and regrade a portion of the yard where there is a small hill, probably man-made. The tree nearest the wetland is 63 ft. from the edge of the wetland. Burn suggested that she decide how many trees to remove prior to ConsCom voting on the plan, and Keller said they would remove up to six trees. Ascolillo moved to issue a Negative Determination of Applicability, referencing WPA Form 2 (3). Brown seconded, and all voted in favor.

**8:45 PM Lynn Knight: Invasive plant control grant, site visit** - Knight was unable to attend the meeting, but invited ConsCom members to attend a site visit next week at Foss Farm. Burn and Brownrigg expressed an interest in the site visit, scheduled for 6:30 PM on August 24.

**8:50 PM Steve Tobin: Elliot Farm Trail installation**

Steve Tobin of the Carlisle Conservation Foundation (CCF) described a temporary trail from Skelton Rd. leading to the Concord River on land currently owned by the Elliot family, but under consideration for purchase by CCF; CCF will offer public walks on the trail this fall. The trail would cross wetlands at two locations, over a perennial stream near Skelton Rd. and through a stand of small trees, mainly glossy buckthorn, near the river. The stream would be crossed using wood planks, and the shrubs would be cut only wide enough for the trail. It was noted that location of the trail crossing at the stream will be eventually be part of a common driveway with an existing Order of Conditions once the adjacent Elliot lots are sold, and that glossy buckthorn is a non-native invasive plant. After discussion, the commission decided that the disturbance to the wetland was minimal, and that the trail followed an existing cart path, so that a Request for Determination for the preliminary trail was not required.

**9:00 – 9:45 PM - New & pending business, continued**

TTOR Estabrook Woods Buffer Lands CR#52 Inspection – Willard stated that representatives from The Trustees of Reservations (TTOR) inspected conservation restriction (CR) #52 recently. They found yard waste (lawn clippings, etc.) on a CR bordering the Buttrick Woods development; apparently discarded by a new home owner likely unaware of the CR. They also found the alien invasive plants Black Swallowort and Mile-a-Minute Vine on private property and near Two Rod Rd., respectively. There was also discussion of a plant found at the Concord River near 41 Skelton Rd. during a site inspection a few weeks ago. Lynn Knight later identified this plant as Climbing Hempvine, a native plant.

Budget Discussion – Burn, Willard, and Guarino recently attended a meeting with the Finance Director Larry Barton and Town Accountant Priscilla Dumka in order to review the FY12 budget. Willard had calculated that the Intents Account, assuming no additional income, will be in the red by ~\$2500 and the 53e1/2 Account will be in the black by only ~\$500. ConsCom is spending the

money in these accounts faster than funds are entering the accounts, due to fewer filings. Last year, ConsCom requested \$8000 to help offset the drawdown of the two revolving accounts. FinCom approved only \$3000. ConsCom raised its filing fees in order to better offset actual labor costs by Administrator Willard and Assistant Administrator Mary Hopkins. These filing fees, issued under the Carlisle Wetlands Bylaw, go into the 53e1/2 account only. Fees under DEP filings go into the Intents Account, and ConsCom cannot alter the fee structure of these fees. The problem with using money from these accounts is that their income is variable and unpredictable.

Guarino said that we will have a problem meeting the budget, and that the commission needs to think about solutions. She suggested that we list the tasks that the Administrator and Assistant perform, and the time spent on each, so that FinCom would have a better understanding of ConsCom activities. Also, she suggested that we provide FinCom with an analysis of how the money in the revolving accounts is appropriated as to salaries and other expenses. Guarino said that we also need to know funding levels for the revolving accounts in the past.

Willard stated that Larry Barton, Town Treasurer, suggested funding for salaries come from the General Fund, with income from the revolving accounts going into the General Fund. Willard thought that ConsCom should think carefully about this option, since it might be difficult to obtain funds for certain activities, e.g. hiring consultants, without a fund to retain fees from the applicant.

Guarino suggested that Willard keep a time sheet of her daily activities. Willard has already listed many of these activities in the Annual Report and previous reports for FinCom, but this list needs to be extended to include time spent on different tasks. New member Tom Brown offered to assist Willard in preparing a time sheet and list of tasks.

Burn stated that he believes ConsCom has a “public relations problem”, in that many people including other town boards do not have a clear understanding of what we do. He asked members to think about how ConsCom could better educate the public. Guarino mentioned that the MACC Handbook has a discussion of revolving accounts.

Meeting dates – September meetings are scheduled for September 8 and 22.

At 9:45 PM, Brownrigg moved to adjourn, Guarino seconded, and all voted in favor.

#### Document Register

1. Plan for tree removal, DEP 125-0903, submitted by Sam and Suzanne Pietropaolo, 110 Maple St. and photographs.
2. Plan for Elliot Farm Trail installation submitted by Steve Tobin
3. FY 12 Conservation Commission budget

Minutes respectfully submitted by Tom Brownrigg.

Minutes approved 9/22/11