

Town of Concord
Conservation Restriction Stewardship Committee

Minutes of April 23, 2019 Meeting
141 Keyes Road First Floor Conference Room

Attendees: John Ferguson (Chair), Neil Ryder, Art Schwope, Jane Wells, Michelle Wiggins, Delia Kaye, Natural Resources Director, Lori Capone, Natural Resources Assistant Director

Visitor: Kathy Angell

After a quick tour of the new Natural Resources offices, John called the meeting to order at 3:10 pm.

1. A motion to approve the March 26, 2019 meeting minutes was made by Neil, seconded by Michelle, and passed unanimously.
2. Committee Work
 - 2.1. Monitoring in progress

CR #	Name	Address	Assignee	Action/Status
2	Wells	Wolf Pine Way	Neil	Visit completed. Report in progress.
10	Emerson	280 & 366 Estabrook	John	Delia and Lori will walk CR with the landowner to follow-up on fence concern reported in Jan. 22 minutes.
30, 31, 32, 45	Cambridge Savings	Silver Hill Rd	Art/John	CR #32 report completed. Report for CR #30, 31, and 45 needs clarification of an abutter status, and then will be distributed to CRSC for review. Art to follow-up with Brad Moriarty of Silver Hill Assoc.
57	Moore Homes	Thornton Lane	Neil/Michelle	Visit planned before end of April
100	Hurley	Pond View Lane	Jane/Rich	Notification letter sent. Scheduling visit. Kathy to accompany Jane and Rich for continuity.
112	Elm Brook	Elm Brook Way	Art/Michelle	Lori to send notification letter
124	Macone Farm	79 Macone Farm Rd	Jane	Office to reconnect with owner to update status of restoration work.
134	Nashoba Brooks School	Strawberry Hill Rd	John	There was uncertainty as whether #134 is the permanent or limited NBS CR. Clarify that the CR number is the number for the permanent CR.
137	Concord River Walk	1631 Main St	Mary Ann/Richard	Monitoring visit was performed on Apr 12. Report in progress.
141, 142	Domini, Brett	Lowell Rd	John	Office monitoring restoration work. Visit upon completion
145	CHA Thoreau St	282 Thoreau St	Mary Ann	Monitoring visit was performed on Apr 10. CRSC comments on draft report due Apr 26.

148	Monsen Farm	Monsen Rd	John/Michelle	Planning visit in May.
154	Black Birch	Forest Ridge Rd	Neil	Lori to send notification letter
1020	Moses Pond	Wayside Rd	Jane/Kathy	Report completed.

Note: First-named assignee is Leader.

2.2. Monitoring to be assigned

CR	Name	Address	Acres	Action/Status
None				

2.3. BDRs in progress

CR	Name	Address	Assignee	Action/Status
#1001	Ayrshire	Ayrshire Lane	John	John and David did an initial visit (there are six different landowners to coordinate with). Return visit needed for photographs and to visit the other parcels.
#1005	Brewster's Ridge	Monument St	John	Revisit to photograph boundaries

2.4. BDRs to be assigned

CR	Name	Address	Acres	Action/Status
#123	Macone Farm	57 Macone Farm Lane	2.3	Awaiting completion of CR. Commonwealth requires survey baseline. Office to monitor
#1002	Bartkus Farm	Bartkus Farm	12.9	TBD
#1019	Landmark	ORNAC	2.8	TBD
#1027	Wright Farm	Wright Farm Rd	27.3	TBD

Lori stated that any CRs numbered above 1000 have been accepted by the Town but do not have Commonwealth sign-off.

3. Other Business

- 3.1. John reminded the members that updating the Committee Spreadsheets is the responsibility of each CR Lead Assignee. Maintaining current the dates in the spreadsheet is especially important. See Paragraph 5.3 in the March minutes for more detail.
- 3.2. John noted that one of the member's term will be ending, and a replacement is needed. Delia mentioned that may be candidates among town residents who have offered their interest in joining a town committee.
- 3.3. In response to a question from Art, John stated the clarified CR violation vis a vis CR encroachment. A violation is a transgression of the CR by the holder of the CR. An encroachment is a transgression of the CR by someone other than the holder of the CR.

- 3.4. The Office has acquired 25 stakes for use by members to make existing bounds more visible. Agreed was that a stake would be installed only with the approval of the holder of the CR. A pouch containing 5 stakes can be picked up in the Office prior to a monitoring visit, for example along with the Trimble.
- 3.5. John noted that maps in the BDR should show the location of bounds. And that these bounds are also shown on the maps made available by the Office for monitoring visits. Lori will demonstrate how to identify the bounds on the maps during the May meeting.
- 3.6. Jane presented two checklists to orient new CRSC members and guide the monitoring process: CRSC New Member Orientation Checklist and CRSC Lead Member Monitoring Visit Checklist. She requested comments by May 21 with the intention to finalize at the May meeting. Lori will post the two checklists. Jane led the effort with inputs from Kathy, Lori, and Art. In view of 5 of the 7 members being new within the past six months, these checklists will be particularly useful.
- 3.7. Michelle observed that those reviewing draft monitoring reports might be better informed if the affiliation of the persons accompanying the monitor(s) were noted.
- 3.8. During the March meeting, a suggestion was made that the CRSC propose to Town Meeting for funding to complete BDRs for properties without them. Delia responded that her priority for Town funding was to support the hiring of Land Manager. At this time, the CRSC will not pursue Town funding for BDRs.
- 3.9. Delia reminded the group of the Pilot Town garlic mustard pull is May 18-26.
- 3.10. Lori will send to members a file for printing a placard for placing on our vehicle dashboards during monitoring visits. A monitoring visit is an official town activity.
- 3.11. Kathy distributed a guide for using the Theodolite app for photographing observations during monitoring visits. Again, this guide will be particularly useful to new members.
- 3.12. In response to a question from Art, Delia stated that members can dispose of rough drafts, working copies, etc. of monitoring reports, minutes, and other committee documents upon finalization and posting of the documents.
- 3.13. Delia is investigating a MassDOT software (MACORS) that might give GPS location to within 2-3 feet accuracy.
4. The committee's next meeting is Tues., May 28, 2019, at 3:00 pm in the first floor meeting room at 141 Keyes Rd.
5. The motion to adjourn was made by Art and seconded by Neil. The meeting adjourned at 4:25 pm.

Respectfully submitted,

Art Schwope