

EAST LONGMEADOW CONSERVATION COMMISSION

Wednesday, February 24, 2021

6:00 PM Eastern Time (US and Canada)

Zoom Webinar



MINUTES

Chair Craig Jernstrom opened the meeting at 6:00 PM and called the roll.

CALL THE ROLL

Present: Craig Jernstrom, Chair
Jeffrey Bosworth, Clerk
Frances Corgnati
Elizabeth Stoughton

Absent: Tom O'Brien, Vice Chair
Anthony Zampiceni
William Arment

Staff Present: Bethany Yeo, Planning & Community Development Director
Rebecca Jones, Planning & Community Development Administrative Assistant

APPROVAL OF MINUTES

February 10, 2021

Motion to approve minutes made by Clerk Jeffrey Bosworth; second by Commissioner Elizabeth Stoughton and approved by roll call vote four (4)-zero (0).

CONTINUED PUBLIC MEETING:

- 1. Case RDA 2021-2: Request for Determination of Applicability for 16 Winterberry Lane** (Assessor's Parcel ID 70-21-3) for the installation of 18x36 +/- ft in ground pool within an area subject to jurisdiction of the Wetlands Protection Act. Applicant Representative: Evelyn Delaney, Juliano's Pools, 321 Talcottville Road, Vernon, CT 06066.

Chair Craig Jernstrom noted that a site visit occurred on February 20, 2021 and the commissioners were satisfied with the markers that were in place. Clerk Jeffrey Bosworth recommended that proper erosion controls be installed due to the slope of the yard. Chair Jernstrom stated that was included in the original plans submitted by Juliano's Pools. He further recommended a negative three determination, which would include a site visit to inspect the erosion controls prior to the commencement of work and the right to conduct site visits any time during the project. Applicant representative Tim Goodell of Juliano's Pools was added for discussion and agreed to the terms of the determination. Mr. Goodell confirmed that the Conservation Commission would be viewing the erosion controls prior to construction.

Motion to approve the Request for Determination of Applicability for 16 Winterberry Lane with a negative three determination made by Commissioner Frances Corgnati; second by Clerk Jeffrey Bosworth and was approved by roll call vote of four (4) - zero (0).

PROJECT MONITORING

Projects [See Project Monitoring spread sheet]

- a. Hidden Ponds
DEP photos were added per the Conservation Commission's request and shared via email.

b. 99 Mapleshade Avenue

Chair Jernstrom noted that Tom Morrisette, applicant representative for the Certificate of Compliance filing for 99 Mapleshade Avenue was present and added for discussion. Chair Jernstrom recently spoke with DEP representative Mark Stinson and requested that this item be put on the next meeting's agenda for discussion.

OTHER BUSINESS

- Neighborhood Outreach Projects Grant

Planning and Community Development Director Bethany Yeo shared that this grant is called the Rivers, Trails and Conservation Assistance Program and is available through the National Parks Services. It would provide technical assistance and guidance over a span of five years to assist the Town to investigate land acquisition to extend the rail trail, restoration of existing lands and connecting our trail systems to connecting municipalities. Ms. Yeo is working to gather the appropriate materials to submit before the deadline and hopes that this will help with trail maintenance and development outside of the Rail Trail. She will circulate more information regarding the grant to the Commissioners.

- Policies and Procedures of the Conservation Commission

Clerk Bosworth shared that he has spent a significant amount of time updating the Notice of Intent log to include various missing information, including DEP filing numbers and dates of recording of Certificates of Completion. Mr. Bosworth reiterated the need to use the DEP filing numbers when discussing filings and not the in-house case number assigned. He also created a new log to track NOI and Enforcement Orders. In creating this log, he found that several enforcement orders are set to expire in the next few months. He suggested a form letter be created to remind homeowners of outstanding orders and filings. Mr. Bosworth also noted that the Town of Wilbraham has a bylaw that allows the Conservation Commission to require a bond to be filed by applicants to ensure work is completed in a timely manner. He further explained that their Conservation Commission does the work to ensure Certificates of Compliance are completed. Chairman Jernstrom reiterated the importance of keeping up with the Notice of Intent logs in order to remain aware of impending deadlines. He also noted that so long as an order remains open, the Conservation Commission is allowed on the property until it is closed.

Commissioner Corgnati thanked Clerk Bosworth for the time and work put into updating these logs so that the Conservation Commission can begin to clean up outstanding orders. Ms. Yeo noted that the Notice of Intent log was originally a handwritten log that was transcribed by a SWAP volunteer, which may explain the discrepancies Clerk Bosworth found. She further described the challenges in the filing system town-wide and the hopes to receive capital funding for archiving.

Chairman Jernstrom requested that a line item be added to the Planning Department budget for a part-time Conservation Commission agent. Ms. Yeo explained that it is not a line item for this fiscal year but is in the five-year capital plan. Clerk Bosworth explained that the part-time agent could be

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the one to follow up on outstanding orders, doing site visits and following up on calls related to potential violations. The part-time agent could be more readily available to investigate sites.

Chairman Jernstrom opined that it is still early in the budget process and that there is still time to explore funding avenues for this line item. He further offered to attend the budget meeting to explain the necessity to Town Council. Commissioner Corgnati asked if any funds received for filings could be used toward funding the salary. Chairman Jernstrom noted that is not a sustainable option and would be exhausted within a year. Ms. Yeo stated she is meeting with the Town Accountant and will keep the Commissioners abreast as to any developments in regards to the part-time agent.

ADJOURN Motion to adjourn made by Clerk Jeffrey Bosworth; second by Commissioner Frances Corgnati and approved by roll call vote four (4)-zero (0) at 6:45 PM.

Respectfully submitted.

Rebecca Jones
Planning and Community Development Administrative Assistant