

TOWN OF LUNENBURG

Lunenburg Conservation Commission

Jennifer Pewtherer *Chair*
Richard Bursch *Vice Chair*
Michael Larouche *Clerk*
Chris St Germain *Member*
Mary Wilson *Member*
Teddy Doucette *Member*
Andrea Burnap *Member*



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960 Massachusetts Ave
Lunenburg, MA 01462

Sophia Dorow – Conservation Admin
Herlin Jaime – Interim Consv. Admin
Michael Gale – Admin Asst.

MINUTES

Wednesday, 2025-07-2 – 7:00 P.M. | Zoom (Remote)

1. CALL TO ORDER

Roll Call: R. Bursch, M. Larouche, C. St Germain, M. Wilson, Teddy Doucette, Andrea Burnap, J. Pewtherer.

Call to Order at 7:03 pm by J. Pewtherer

2. ANNOUNCEMENTS

a. Commissioner Comment

i. Teddy Doucet and Andrea were announced as new Commissioners, and they introduced themselves.

b. Public Comment. *None*

c. Minutes Approval: [2025-01-08](#), [2025-01-22](#)

i. R. Bursch mentioned that the minutes of Jan 22nd may have missed a violation at 1168 Mass Ave. There was no written report and do not want it sounding like we have approved it.

Motion:	M. Wilson, to approve the January 8th minutes as posted.		
Second:	R. Bursch		
Vote:	C. St. Germain – AYE	M. Larouche – AYE	M. Wilson - AYE
	R. Bursch – AYE	J. Pewtherer – AYE	T. Doucette, A. Burnap - Abstain (not at meeting)

3. NEW PUBLIC HEARINGS

a. 833 Flat Hill Rd – [RDA-25-7](#) *Request for Determination of Applicability by Susan Ropiak for replacement of a rear deck extending the length of the house, having the same or smaller width, and addition of a 14 ft wide sun-room, involving work within the 100 ft buffer zone.*

i. Applicant shared a drawing suggesting only a small corner of the deck extension extends into the 50-foot zone.

ii. Sophia Dorow noted that OpenGov records listed proof of abutter notification as a requirement, but it had not yet been provided. Applicant indicated the ZBA was given abutter information for the 50-

foot deck variance. The applicant was advised that ZBA notification and Conservation notification are different, so the abutters know about scheduled meetings and can attend if they want. (*Abutter notifications need to take place for each meeting.*)

- iii. It was noted that erosion protection plans as well as the 30-foot no touch and 50-foot no build lines should be on the plan. The erosion plan would run along the limit of work to protect polluted runoff from the work side into the wetland side. It is typically straw waddles or silt fencing.

b. 100 Townsend Harbor Rd – [RDA-25-8](#)

Request for Determination of Applicability by DCSJ, LLC for a new single-family home and associated grading partially within the 100 ft buffer zone.

- i. Matt Morrow represented the applicant. General discussion about soil condition and stormwater.
- ii. Requested a narrative be added to the wetlands delineation report that satisfies the DEP comments.
- iii. The site walk did not bring up any concerns.
- iv. The chair was asked to have administrators include DEP comments in OpenGov records.

4. **CONTINUED PUBLIC HEARINGS**

a. 67 Island Rd – [RDA-24-9](#) (Cont. From 06-18 to 07-02)

Request for Determination of Applicability by Melissa Cannavino for the renovation of a patio, stairs, and walkway within the 50-foot buffer zone of Hickory Hills Lake.

- i. Applicant requested a continuance to the July 16th meeting.

Motion:	R. Bursch, to continue to the July 16th meeting			
Second:	M. Larouche			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

b. 1083 Northfield Rd – [NOI-25-10](#) (Cont. from 06-04)

NOTICE OF INTENT by TANNER COLE for construction of a common driveway to service four (4) single-family dwellings to be served by private wells and on-site sewage disposal systems, involving the crossing of a bordering vegetated wetland in two locations, with all proposed dwellings and private driveways outside the 100 ft buffer zone.

- i. Applicant not available. No continuance requested.

Motion:	M. Larouche, to continue to the July 16th meeting			
Second:	R. Bursch			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

c. 390 Howard St- (Cont. From to 07-02-25)

Abbreviated Notice of Resource Area Delineation by Kevin O'Brien at 390 Howard Street (DEP 208-1304)

- i. The applicant was not available.
- ii. A drawing with updated survey wetlands flags has not been received.

- iii. Discussed potential to close the request if they continue to miss meetings or not provide requestee updates.

Motion:	R. Bursch, to continue to the July 16th meeting and reach out to the applicant to ensure they know what information is needed at that meeting or face possible vote of denial due to lack of action on the applicant's part.			
Second:	M. Wilson			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – Abstain	A. Burnap - AYE	J. Pewtherer - AYE	

5. ADMINISTRATIVE DETERMINATIONS

30 Peninsula Dr – [CAD-25-8](#) (Removal of 1 dead tree).

- Applicant indicated a picture of a dead tree was loaded to OpenGov. Considers it a safety hazard.
- Stump will remain to secure the soil.

Motion:	M. Larouche, to approve removal of one dead tree keeping the stump in place.			
Second:	R. Bursch			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

167 Townsend Harbor Rd – [CAD-25-10](#) (Removal of 3 dead trees).

- Applicant not available
- Extension Request Permits:** None
- Certificates of Compliance:**
 - 42 Pearl St – [COC-25-5](#)

- Reviewed administrator comments.

Motion:	M. Wilson, to approve COC			
Second:	M. Larouche			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

- 390 New West Townsend Rd – [COC-25-7](#)

- Reviewed administrator comments

Motion:	R. Bursch, to approve COC			
Second:	M. Larouche			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer – Abstain	

- Notice of Project Change:** None

6. **ENFORCEMENT**

a. **Violations, Enforcement Actions, and Hearings:**

- i. 10 Mass Ave: No update
- ii. 1168 Mass Ave Rear: No update
- iii. 40 Fire Rd 12: Town has to submit the request as it is Town property. Administrator to follow up.
- iv. 390 Howard St: No update
- v. 48 Meadow Ln: No update
- vi. 1147 Mass Ave: No update
- vii. 314 Highland St: No update
- viii. 199 Mass Ave: No update

b. **Emergency Certifications:** None

7. **NEW BUSINESS**

a. Topics Unknown – 48 Hrs Advance of Meeting: None

8. **OLD BUSINESS**

- a. Conservation Budget: \$10,000 spending limit across two funds; Purchase of Service, Supplies. M. Wilson noted that maintenance of trail systems is the primary use of these funds and that transfers between the two funds is allowed. She suggested \$9,000 to supplies and \$1,000 to Services.

Motion:	M. Wilson, to allocate \$9,000 to SUPPLIES and \$1,000 to PURCHASE OF SERVICE			
Second:	C. Larouche			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

b. **Encroachment Issues:** None

c. **Open Space & Land Use:**

i. Grants Update

1. Mass Trails grant request for reimbursement submitted. Cancelled checks received from Finance. About \$28,000 reimbursement for a \$34,000 expenditure.
2. Remaining grant funds for Cowdry planning work is expected to be done before end of calendar year.

ii. Conservation Land Improvement: No update

d. **Hollis Rd Residence:**

- i. Lease Agreements & Tenant Responsibilities
- ii. Other

1. Eagle Scout project proposed to provide a rain barrel system for the pollinator area. He raised all funding and needed permission. Downspout and gutter installed. Project will be complete the next weekend. Jenny, Christine, and Pam helped out.
2. M. Wilson noted that the QR code added to the placards send folks to a Google doc to volunteer to help. Two people have already volunteered!

e. **Committee Reports – Any Update:**

- i. Open Space: No update. Meeting later this month.
- ii. Storm Water: Met this month and went over how to classify properties.

9. **COMMUNICATIONS / PUBLIC COMMENT:**

- a. Public: None
- b. Commissioners: Noted that the Agent Determination for 167 Townsend Harbor Road may need to be changed to an RDA as the request is for the removal of 19 trees and not 3 dead trees.
- c. Several thanks Sophia for her hard work and dedication. Her last day is July 8th.
- d. The Storm Water task force's purpose is to implement infrastructure in town outside of our actual budget. These funds will likely come from the quarterly tax bill addition. Continued educational discussion for the Commissioners.

10. **UPCOMING MEETING SCHEDULE:**

- a. 07-16 by Zoom

11. **ADJOURN**

Motion:	M. Larouche, to adjourn at 9PM			
Second:	R. Bursch			
Vote:	R. Bursch – AYE	M. Larouche – AYE	C. St Germaine - AYE	M. Wilson – AYE
	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer - AYE	

Submitted by Michael Gale - Admin Asst.