

# HADLEY CONSERVATION COMMISSION

## MEETING MINUTES

February 8<sup>th</sup>, 2022

DRAFT 1

Meeting conducted in person at the Hadley Senior Center and by Zoom as a Hybrid Event

**Conservation Commission Members Present:** Gary Pelissier (Chair), Edwin Matuszko (CPA Representative), Gordon Smith, Steve Szymkowicz, Ray Mieczkowski, Shyla Davis (Staff)

**Also Present:** Jane Nevinsmith of the Select Board, Paulette Kuzdeba of Knightly Rd, John Harrison of Hadley Media, John Waskiewicz II of the Selectboard, David Fill of the Selectboard, Scott McCarthy of the DPW, Wally Czajkowski, Joe Zgrodnick of Knightly Rd, Nick Cristofori of Comprehensive Environmental Inc.

**1. 6:30 PM** Gary began the meeting.

### **2. Informal Discussion/Update on Knightly Rd Headwall Permit Application**

Nick Cristofori attended in-person to present the most recent project plans and give a history of the project locus. In 2018, the top part of the headwall suffered damage, for which an emergency certification was issued; the repairs were not completed and instead the DPW opted to apply for a permit to replace the entire northern headwall. This permit was issued in Spring of 2021, however the work was not conducted in the summer during low-flow conditions as stipulated by the OOC. There has been a shift in approach, and Nick explained that the Town's DPW would now like to submit a revised project for consideration, involving the replacement of both the north and south headwalls to take advantage of significant cost savings.

Nick was able to inform the commissioners and audience that he Notice of Intent project application has been submitted to the DEP, and the appropriate MESA filing submitted to the NHESP for review. While waiting for feedback from the state, this hearing allowed the commissioners and audience members to ask preliminary questions.

Edwin was concerned about an existing down-stream drainage pipe, and was assured that the pipe would not be impacted, and there would be some rip-rap laid down around the channels.

Nick brought everyone's attention to a void in the south headwall that DPW hopes to fill in and stabilize. When asked about any impacts to the road width, the audience was assured it will not change. This was challenged, as an audience member pointed out that the newly proposed headwalls are 1 foot deep, and the culvert may need to be cut back to allow for the depth of the new wall components. Nick was not able to provide a number for the height of the walls up off the edge of the road; Scott McCarthy was able to clarify later that it would be about 3 inches and the finished paving will fall within the limits of the headwalls, and actually may be slightly wider.

When asked about total impact, Nick produced the number 1,600 square feet, pointing out that this is less than a typical inground pool. When faced with the question of a fail point percentage estimate

regarding the south headwall condition, a concrete number could not be produced, and the south headwall was classified by Nick as “fair” condition.

Regarding the timeline, the project is at the mercy of DEP and NHESP’s comment periods, and only once a file number is issued can a public hearing be scheduled. When asked about length of construction, Scott was able to offer an estimate of 3 to 4 weeks, meaning the necessary road closure may last up to 30 days. Concerns were raised regarding the lengthy road closure, especially for farmers who access this road with their equipment, or the distributors/customers of the farms in large vehicles. There will be a detour in place to access Knightly Rd from the other end.

There is currently some material along the edges of the project site, and Joe Zgrodnik was able to confirm that the location of erosion control and temporary storage of materials on his property was permissible and not blocking any necessary resources such as the water shut-off which had been brought to question.

Gary called for a motion to hold a meeting in two weeks, on February 22, 2022 at 6:30 PM in case a file number came quickly and a hearing could be scheduled, or to have another informal discussion to address any questions. Gordon made the motion, Edwin seconded, and all voted in favor.

**3.** Regarding a sign for Dawson Reserve, Shyla explained the material, size, and cost options (either \$59 for 6mm aluminum composite or \$109 for the .08 heavy duty aluminum) and asked for a vote. Gordon made a motion to purchase the \$109 sign, seconded by Edwin, all voted in favor.

### **Bills & Correspondence**

**4.** Shyla sought board approval to sign invoices/make office-related purchases via a different process than waiting for each meeting, so as to lighten the load for commissioners and to help office tasks run more smoothly. After discussion of the budget allotment, examples of expenses (such as reams of paper, printer ink, tape, etc), Gordon made a motion to enforce a \$100 spending limit without needing an agenda item, and otherwise Gary could approve/deny/request more information. Edwin seconded this, and all voted in favor.

**5.** Shyla updated the board that FY23 budget requests had been submitted and passed out copies of the breakdown between accounts. She confirmed that this fiscal year ends on June 30<sup>th</sup> 2022, and clarified that there was a mistake when she attended the Fall MACC Conference and charged to the wrong account, but the bottom line is not affected and the accountant can help balance everything back out.

**6.** Regarding the budget, Shyla informed the commissioners that there is a new line to fund attendance to conferences, webinars, trainings, etc. – anything that falls into education and skill-building which will help commission members and staff do a better job.

### **Minutes**

**7.** Edwin pointed out a typo in his name but contingent on this being fixed, Gordon made a motion to accept the minutes, seconded by Gary, all voted in favor.

### **Upcoming Learning Opportunities**

**8.** Shyla reminded the board members that they are members of these organizations and wants to encourage them to attend, so she will be making a habit of highlighting things like this in the future. She

also offered the board members access to her office computer to join webinars with her, so long as no more than 2 members are present so as to comply with Open Meeting Law

Mass Open Space virtual conference, every Thursday in February, webinars 1.5 hrs with networking afterwards. Topics to include: ecology, finances, climate change, and social contexts within community. Free to attend!

MSMCP webinar: Nitrogen Reduction Septic Systems and Waste Water on February 16<sup>th</sup> 11:00 AM to 12:00 PM. Free to attend!

\*Not listed on the agenda due to confusion regarding the process and short-notice for registration, but MACC is hosting the Spring Conference and Shyla would like to attend to 7 or 8 webinars, and sought board approval to expend \$350 for this. Gary asked the board if they'd like to vote on it now, the board members were accommodating and Edwin made the motion, seconded by Gary and all voted in favor. All members agree it is beneficial for her to attend these kinds of trainings to continue to build knowledge and support the commission.

#### **Adjournment**

9. Gary asked for a motion to adjourn the hearing at 7:25 PM, moved by Edwin and seconded by Gordon, all voted in favor.