

Roll call was taken of members and staff present: Peg Arguimbau, Chair, Jon Wasserman, Stephen Cremer, and Colin Berbera were the members present. Vice Chair Meredith Avery, Alan Westman, Keevin Geller not present: Staff present included John Thomas, Conservation Administrator and Jana Katz, Clerk.

Arguimbau opened the meeting by reading Governor Baker's Executive Order of March 12, 2020. Per guidance from the State, Arguimbau noted that all votes would be taken by roll call. Ground rules were reviewed.

The remote meeting started at 7:37pm

Speakers present included: Shaunelle and Brian Ciccariello.

7:37 PM **Notice of Intent:** 17 Castle Drive, In-ground pool
Shaunelle and Brian Ciccariello, Property Owners

Arguimbau welcomed the property owners and asked Conservation Agent John Thomas for an update. Thomas updated the Commission that he spoke with the owners regarding a potential perennial stream DEP identified and associated riverfront area. The property owners will have a survey taken to locate boundaries. No date set yet for survey, the Cicarriellos said they are waiting for Wetlands to flag the area and then they will be put in the cue for a survey. Thomas recommends waiting to review the project until there is new information and Arguimbau confirmed. Cremer asked if it needed to be continued to January 7th. Arguimbau stated that if more work needed to be done before January 7th, the property owners could contact the office and have the meeting continued without having to attend the January 7th meeting. Shaunelle Ciccariello asked for permission for the surveyors to go on town property to produce the survey without it being considered trespassing. Thomas gave verbal permission and Arguimbau granted authority. Arguimbau asked that the minutes reflect said permission at 7:43 PM.

Motion: to continue hearing to January 7th at 7:30pm.
Wasserman, Cremer 4-0 (Motion Passes)
Cremer-Aye, Wasserman, Barbera-Aye, Arguimbau-Aye

8:00 PM **NOI:** 3 Capen Hill Road – Concrete Patio Egress, Concrete Walls, and Driveway Valentina Akyol, homeowner

The applicant was not present for the hearing. The Conservation Agent explained that DEP has not yet issued a number for this project. The commission voted to continue the project indefinitely to when the applicant informs the commission they are ready to come in. Thomas stated it is known the applicant has submitted a building permit. Thomas said he will forward any materials he receives from the applicant to the commission when the time comes.

Motion: to continue hearing to a date determined by the applicant
Wasserman, Cremer 4-0 (Motion Passes)
Wasserman-Aye, Cremer-Aye, Berbera, Arguimbau-Aye

8:20 Discussion: 247 Edge Hill Road

A neighbor to 247 Edge Hill Road reached out to the Commission wondering about the status of the pond and pond management because prior enforcement taken on the area. Thomas spoke most recently with the contractor who will be constructing a fence between the house and the pond. The fence will not encircle the pond. The primary purpose is a safety barrier for children in the home. The steep decline on the lawn area from the house to the pond had been filled in previously, prior to Thomas working for the town. It is believed the area has been in its current condition for approximately 20 years.

Arguimbau summarized that there was inappropriate fill in the past on the lawn area and stated that there is a second pond connected to the waterbody at 247 Edge Hill Road. The second pond is part of the open space plan for Macintosh Farm. There is no formal pond management plan, it is similarly managed to Lake Massapoag and the future plans for Briggs Pond. Arguimbau confirmed it was a neighbor of Laura Nelson's that reached out to the Commission. Arguimbau described the location of the house, the second house when taking a left onto Dedham Street. Arguimbau asked for comments and questions, there were none.

8:22 Other Business

Approval of Meeting Minutes

Cremer recommended clerical changes to the minutes from November 17, 2020. The corrections will be forwarded to the Administrative Assistant.

Motion: To approve meeting minutes as amended: November 17; December 3 (2020)
Cremer, Berbera 3-0-1 (Motion Passes)
Cremer-Aye, Berbera-Aye, Arguimbau, Wasserman-Abstain

Electronic Signatures

Thomas noted the language on the Certificate of Vote needs to be checked with the Town Clerk's Office as well as Town Council. The plan is to get the document ready, have it signed, and sent to the Registry of Deeds. Cremer questioned if ability to utilize electronic signatures would eliminate ink signatures? Thomas confirmed it is a digital process for the time being due to COVID-19. Arguimbau confirmed for this original Certificate of Vote the clerk can notarize it and the Registry of Deeds will record it. Any subsequent orders will refer to the Certificate of Vote, stated by Wasserman. Arguimbau confirmed Geller and Westman need to be reminded to be sworn in. Thomas stated that they have been sworn in. Thomas noted the Certificate of Vote should be at the Town Clerk's office by Monday and he will send out an e-mail next week when it is ready to be signed. Arguimbau noted that if property owners needed a Certificate of Compliance sooner than the electronic signatures are put in place then ink signatures would suffice. Cremer asked if it a witness was necessary for signing. Arguimbau stated that the Town Clerk's office will serve as a witness. Cremer and Thomas stated that it is fine to wait for signatures on all current projects.

Conservation Commission Meeting
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Lake Update

Thomas reported that he had to let some water out as the lake is at maximum levels.

Arguimbau asked if there were any additional matters of concern. She praised the Commission for doing good and consistent work this year. She also praised the way Thomas gives out information and noted she has heard a lot of positive feedback from other members about that as well.

Cremer wished everyone a Happy New Year and made a motion to adjourn.
Wasserman seconded. Barbera confirmed the next meeting is January 7, 2021.

Motion: to adjourn

Cremer, Wasserman 4-0 (Motion Passes)

Cremer-Aye, Wasserman, Barbera-Aye, Arguimbau-Aye

Meeting adjourned at 8:12pm