

TOWN OF LUNENBURG

Lunenburg Conservation Commission

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



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960 Massachusetts Ave
Lunenburg, MA 01462

Herlin Jamie – Interim Consv. Admin
Michael Gale – Admin Assistant

MINUTES

Wednesday, November 5, 2025 – 7:00 PM | Zoom (Remote)

1. CALL TO ORDER

- Roll Call:** C. St Germain, A. Burnap, T. Doucette, M. Larouche, J. Pewtherer
- Absent:** R. Bursch, M. Wilson (*joined 1 hour into the meeting during NOI-25-20 discussion*)
- Call to Order at 7:03 pm by J. Pewtherer**

2. APPOINTMENTS: None

3. ANNOUNCEMENTS

- Public Comment: None
- Minutes of Previous Meetings:

9/17, 9/3, 8/20, 7/16, 3/19, 3/5, 2/19, 2/5, 1/29, 12/18

NOTE: Quorum for the minutes prior to June was not present, will be considered at the next meeting. A correction to the 9/3 minutes was requested.

Motion:	M. Larouche, approve 9/17 meeting minutes.			
Second	C. St Germain			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – AYE			

Motion:	M. Larouche, approve 8/20 and 7/16 meeting minutes.			
Second	C. St Germain			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – AYE			

4. NEW PUBLIC HEARINGS

- 30 Johnson St – NOI-25-23

A NOTICE OF INTENT by Paula Valente to supplement an existing shoreline revetment for stabilization and protection of the shoreline, which has experienced significant washout and erosion due to boat and wave activity on Lake Shirley.

Ryan Proctor (Dillis & Roy) represented the applicant. P. Valente was also present. This project is limited to the shoreline. Increased boat traffic and wind activity has undercut the shoreline. In addition to stabilization efforts, they want to install a masonry block wall to stabilize the area and reclaim the

beach area. Will also include supplemental vegetation planting. The required Wildlife Habitat Evaluation report has been added to OpenGov. DEP file number is 208-1364. The response letter has been added to OpenGov.

C. St Germain requested clarification on the boat launch reclamation. J. Pewtherer requested clarification on the beach area. M. Larouche wanted to know the material for the steps – granite.

Motion:	C. St Germain, approve with the following conditions: 1. Work occurs during drawdown 2. As-built plan with final grades prior to COC			
Second	M. Larouche			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – AYE			

b. 34 Pine Grove Rd – RDA-25-13

A REQUEST FOR DETERMINATION OF APPLICABILITY by Marc and Linda Chase for emergency repairs to a 50+ year old retaining wall on the shore of Lake Whalom. The wall measures 27'-0 long and is within 10'-0 of the lake shore. The wall is seriously damaged, and our consulting engineer found that it was in danger of collapsing. The repairs will consist of placing concrete retaining wall blocks against the existing wall. The work will include preparing a concrete base for the blocks and grading the yard behind the wall.

Ryan Proctor (Dillis & Roy) represented the applicant and reviewed the project. The plan is to build a new block wall in front of the existing block wall with gravel fill in between. Project should only take two days. If approved, it will need a building permit.

C. St Germain wanted to confirm the new wall will be strong enough to retain the existing wall. R. Proctor explained that is the reason the new wall leans inward. T. Doucette confirmed that the soil will be restored. M. Larouche confirmed that the two walls will be free-standing and not connected.

Motion:	C. St Germain, negative determination			
Second	M. Larouche			
Vote:	C. St Germain – AYE	M. Larouche - AYE	A. Burnap – AYE	T. Doucette – AYE
	J. Pewtherer – AYE			

c. 32 Sunset Ave – NOI-25-14

A NOTICE OF INTENT by Robin Corbett to repair and reinforce the retaining wall that has eroded on our property.

Robin and Larry Corbett were present. Ryan Proctor (Dillis & Roy) presented on behalf of the applicants. R. Proctor noted that the application has been filed as a shoreline restoration project and that it is in two phases. Existing rock revetment heavily deteriorated. The plan is to install a dry stack to reestablish the break wall. No masonry or concrete. No expansion of footprint. No encroachment on the lake. Some bittersweets will need to be removed. Some slope stabilization will be included. The

Wildlife Habitat Evaluation report has been uploaded to OpenGov. DEP file number is 208-1362.

Responses to two comments uploaded to OpenGov.

J. Pewtherer recused herself as a neighbor and friends with the applicant.

Motion:	C. St Germain, approved as presented			
Second	M. Larouche			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – recused			

5. **CONTINUED PUBLIC HEARINGS**

a. 763 Northfield Rd- NOI-25-19 (Continued from October 15)

A NOTICE OF INTENT by the Town of Lunenburg-DPW for the replacement of the deteriorated culvert at the Northfield Road crossing over Mulpus Brook in order to mitigate further deterioration, prevent potential flooding caused by the existing undersized culvert, and meet the Massachusetts River and Stream Crossing Standards to the maximum extent practicable. The proposed culvert replacement is a 38-foot, 4-foot diameter precast reinforced concrete piped culvert with precast headwalls at both pipe ends. The proposed culvert will match the existing culvert's alignment.

No representatives were present. The applicant had requested to continue until further notice.

Motion:	C. St Germain, to continue to the November 19 meeting.			
Second	M. Larouche			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – AYE			

6. **ADMINISTRATIVE DETERMINATIONS**

a. 36 Peninsula Drive – CAD-25-20

A CONSERVATIONS ADMINSTRATIORS DETERMINATION by Brian Carigan for the removal of one large tree that has died.

Brian Carigan represented himself. J. Pewtherer reviewed H. Jaime's notes which recommended approval due to safety concerns and the potential for significant damage.

Motion:	M. Larouche, to ratify the approval to remove the tree.			
Second	C. St Germain			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	J. Pewtherer – AYE			

b. **Extension Request Permits: None**

c. **Certificates of Compliance: None**

d. **Notice of Project Change: None**

7. **ENFORCEMENT**

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

- i. 10 Mass Ave- they were supposed to file by April, but nothing has come in
- ii. 1168 Mass Ave Rear- Violation fine was mailed, returned, and remailed to correct address
- iii. 48 Meadow Ln- In contact with property owners
- iv. 1147 Mass Ave- certified mail returned
- v. 314 Highland St- Violation fine to be mailed
- vi. 199 Mass Ave- NOI-25-20

Ryan Proctor (Dillis & Roy) represented the applicant. A conditions and restoration plan is in development. The disturbance was done to clean up the property for sale. R. Proctor reviewed the plans. A new site plan was uploaded to OpenGov but only to make the hatch marks more visible.

J. Pewtherer confirmed that all debris has been removed; most has been and will be addressed at the next meeting. It was noted that any purchaser of the property that wanted to build in the area would need to file a project. J. Pewtherer wanted H. Jaime to comment on the erosion request. J. Pewtherer also noted that no vote can be taken because this was not advertised. 215 Sunset Ln- NOI-25-3

Ryan Proctor (Dillis & Roy) represented Dave Fari who was also present. The project was approved in May, but the Order of Conditions was not created until October. The owner proceeded with the project. H. Jaime visited the site and agreed erosion controls were in place and recommended no enforcement action.

M. Wilson asked what the actual violation was that raised the issue. There was a complaint that sediment was being deposited into the street after a significant rainstorm. J. Pewtherer visited and did not see the erosion blanket. It was noted that the blankets are installed after all work is completed, which is not the case. J.

Pewtherer decided to remove this from Violations.

b. **Emergency Certifications: None**

8. **NEW BUSINESS**

a. **Topics Unknown – 48 Hrs. Advance of Meeting**

- i. Extension on Mass Trails grant. M. Wilson explained the situation and the request to extend the grant to the end of July 1, 2026. It was approved but the Town Manager needs to sign the revised contract.

Motion:	M. Wilson, to approve the grant extension.			
Second	C. St Germain			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	M. Wilson - AYE	J. Pewtherer – AYE		

C. St Germain noted that there are reports of trees down in several location, and heavy winds are expected in the near future. He normally uses his trail bike but needs permission to use a track ATV. M. Wilson noted that this type of request is normal for maintenance reasons. M. Larouche wanted notification on the ATV so that others would not think ATVs are approved.

Motion:	M. Wilson, to approve the use of track ATV for the requested maintenance.			
Second	T. Doucette			
Vote:	C. St Germain – AYE	A. Burnap - AYE	T. Doucette – AYE	M. Larouche – AYE
	M. Wilson - AYE	J. Pewtherer – AYE		

b. Forest Cutting Plans:

- i. Flat Hill Rd- 162.43439.26 Cutting Plan - Remove from agenda

c. By-Law Discussion

Jen Warren wants all Commission to review By Laws and make any suggestions or comments. T. Doucette noted that the Conservation Commission Conference suggested smaller lot sizes. M. Wilson wondered if we had jurisdiction and suggested we ask the Town Manager.

A. Burnap presented a map of communities in the CPA and suggested we participate. (*The Community Preservation Act is a 'smart growth' tool to preserve open space and historic sites and provides limited funding.*)

J. Pewtherer suggested we review the fee structure. M. Wilson suggested the Wetland Regulation be included.

d. MACC Training Takeaways

General discussion about training received. Educational efforts were also discussed.

9. **OLD BUSINESS**

- a. **Conservation budget:** Now combined with Land Use. Timber Rights Fund has \$8,575, but we are moving \$2000 to MAKI PO. Still waiting for Hollis-property information. M. Wilson noted that we were the beneficiary of an estate (*Shawn Kelley*) worth about \$835,000. M. Larouche felt the Haws fund should be at about \$40,000 – J. Pewtherer indicated it was more like \$36,900. It was noted that several expenses were incurred that should bring that value down.

b. **Encroachment Issues:** None

c. **Open Space & Land Use:** None – remove from agenda

d. **Hollis Rd Residence:**

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

- i. Master Plan Steering Committee: Building tours conducted on the 30th and 31st.

- ii. Open Space: None

- iii. Storm Water: None

- iv. By-Law Review Committee: See above

10. **COMMUNICATIONS / PUBLIC COMMENT:** None

11. **UPCOMING MEETING SCHEDULE:**

- a. November 19 at 7:00PM by Zoom

12. **ADJOURN**

Motion:	M. Larouche, to adjourn at 9:32PM			
Second	M. Wilson			
Vote:	C. St Germain – AYE	A. Burnap – AYE	T. Doucette - AYE	M. Larouche – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

Respectfully submitted,
Michael Gale - Admin Asst.