

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*



Tel: (978) 582-4146
960 Massachusetts Ave
Lunenburg, MA 01462

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

MINUTES

Wednesday, December 3, 2025 – 7:00 PM | Zoom (Remote)

1. CALL TO ORDER

Roll Call: C. St Germain, T. Doucette, A. Burnap, R. Bursch, M. Wilson, J. Pewtherer

Absent: M. Larouche.

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

2. APPOINTMENTS

- a. 7:15PM: Tom Anelons to discuss winter trail grooming for mountain bikes on town trails

T. Anelons was unable to attend. C. St Germain described the trail grooming for mountain bikes on town trails. This benefits cross-country skiers and walkers as well. T. Anelons wanted to get approval to perform the same service again. He uses a Snow-Dog, a tracked machine. M. Wilson has seen the grooming and considers it a big service but wants Tom to come in with detailed controls. R. Burch would like the request to identify what trails are included.

3. ANNOUNCEMENTS

- a. Public Comment. None
b. Minutes of Previous Meetings:
11/19

Motion:	R. Bursch, to approve minutes of November 19 meeting.			
Second	C. St Germain			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

4. NEW PUBLIC HEARINGS

- a. 199 Mass Ave – NOI-25-20

A wetland and wetland buffer zone restoration project due to historic disturbance activities at the site. An open wetlands violation was issued on April 1, 2025, by the Lunenburg Conservation Commission. The 0-30'; 30'-50', and 50'-100' buffer zones will be restored using wetland seed mixes and a line of boulders and new maple trees spaced 50' on center along the limit of the 0-30' 'No Touch Zone'.

Ryan Proctor (Dillis & Roy), Mike Chapdelaine and Mark Chapdelaine present. R. Proctor reviewed the project. The wetland disturbance was about remediation of the property. Trees were removed, but stumps remain. Most of the cleanup is now complete, but further restoration is planned.

R. Bursch brought up the note about an existing row of trailers and trucks in the 30-foot zone. The applicant noted that the school bus and truck have been there for 25-30 years. A new owner may want them. The area is overgrown. R. Bursch requested a report from Dillis & Roy will all work is complete and follow-up report 12 months later.

Motion:	R. Bursch, to approve with the following additional conditions: 1. A report from Dillis & Roy when the work is complete. 2. A 12-month follow-up report. 3. Erosion protection as drawn on the plan is not required.			
Second	T. Doucette			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

b. 13 Birch Island Way- RDA-25-17

Construction of conventional wood with vinyl siding and asphalt roofing 3 season porch off the main entrance of the existing home. The addition will be attached to the center of the home facing the lake with portions of the new footprint replacing the existing deck. The room will be supported with a Helical Pier style foundation to avoid excavation or concrete work and provide minimal ground disturbance. The addition will not extend towards the lake any further than the existing deck.

Paul and Caroline Fortin and their contractor (Michael McPhee) attended. Teh proposed deck is almost entirely in the 50-foot no-build zone. Portions of the deck would be a 3-season room.

R. Bursch asked if the roof would be solid. M. McPhee said yes, making it a structure in a no-structure zone. M. Wilson noted that the room would be 196 square feet entirely int eh 50-foot no structure zone. While existing structures were grandfathered, the Commission is not empowered to allow further incursion. C. St Germain noted that we are just following the letter of the law and that this is not personal. They can come back with a new plan.

Motion:	R. Bursch, for a positive determination			
Second	M. Wilson			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

CONTINUED PUBLIC HEARINGS

c. 480 Mulpus Rd – RDA-25-15 (Continued since October 1)

A Request for Determination of Applicability by Kenneth McNamara for a project that involves construction of a shed (16'-0" x 14'-0") approximately 75 to 100 feet from the edge of the stream. The shed will be set on concrete blocks that are 8 x 8 x 4.

Ken McNamara was present. He was unable to get Herlin to visit. The applicant is unsure what starting point to use for measurement.

Motion:	C. St Germain, to continue to Dec 17 meeting.			
Second	R. Bursch			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE

	M. Wilson – AYE	J. Pewtherer – AYE	
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d. 30 Summer St- NOI-25-22 (Continued from November 19)

A Notice of Intent by SafStor Real Estate Co.,LLC for a project that involves floodplain fill and associated compensatory floodplain compensation.

Ryan Proctor (Dillis & Roy) represented the applicant with a minor update. The planning board has voted to go to peer review. The applicant prefers to wait for any questions and address both concerns at the same time. R. Proctor requested a continuance to the December 17 meeting.

Motion:	C. St Germain, to continue to Dec 17 meeting.			
Second	M. Wilson			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

e. 763 Northfield Rd- NOI-25-19 (Continued from October 15 and November 5)

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. (asked to continue to 12/3/2025)

The applicant requested a continuance. The Town does not own the property and is still obtaining the landowner's permission. There was a general discussion about the proper way forward, including having the Town re-file when all issues are resolved. J. Pewtherer will discuss with Bill.

Motion:	R. Bursch, to continue to Dec 17 meeting.			
Second	M. Wilson			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

5. ADMINISTRATIVE DETERMINATIONS

- a. 833 Flat Hill Rd- CAD-25-21: Site visit requested in January
- b. **Extension Request Permits:** None
- c. **Certificates of Compliance:** None
- d. **Notice of Project Change:** None

6. ENFORCEMENT:

- a. **Violations, Enforcement Actions, and Hearings:** No updates
 - i. 10 Mass Ave
 - ii. 1168 Mass Ave Rear
 - iii. 48 Meadow Ln
 - iv. 1147 Mass Ave

- v. 314 Highland St
- vi. 715 Reservoir Rd

b. Emergency Certifications: None

7. **NEW BUSINESS**

- a. Topics Unknown – 48 Hrs Advance of Meeting: No updates
- b. By-Law Discussion: No updates
- c. MACC Training Takeaways: No updates
- d. Notification of Well Abandonment- 451 Mass Ave: No updates

8. **OLD BUSINESS**

a. **Conservation budget:**

i) Hollis Residence

Currently empty. It needs a lot of work. Michael Ray will be providing cost estimates. Teh custodian has moved out, but a few things remain. The Model-T Ford has been sold to somebody else who will come to pick it up.

ii) Hawes Fund Budget Approval

\$30,421.23 in the fund. A budget must be established before we can access any funds. M. Wilson proposed \$10,000 to professional services and the remainder to materials.

Motion:	M. Wilson, to allocate \$10,000 of the \$30,421.23 in the Hawes Fund to Professional Services and the remainder to materials.			
Second	T. Doucette			
Vote:	M. Wilson – AYE	C. St Germain – AYE	T. Doucette - AYE	A. Burnap – AYE
	R. Bursch – AYE	J. Pewtherer – AYE		

iii) Other

The Conservation Trust Fund, after a deposit of \$869,830.41 on 11/16/2023 from the Shawn Kelly fund and after interest, has a balance of \$967,726.65. It is called fund 8125. It may have been combined with previous funds.

The Timber Rights fund balance is \$41,743.20. We established a budget of \$10,000 for the year.

b. **Encroachment Issues:**

c. **Hollis Rd Residence:**

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

- i. Master Plan Steering Committee: None
- ii. Open Space: No updates:
- iii. Storm Water: Meeting tomorrow

9. **COMMUNICATIONS / PUBLIC COMMENT:**

M. Wilson noted that the recreational trails grant was extended for one year.

10. **UPCOMING MEETING SCHEDULE:**

- a. December 17 at 7:00PM by Zoom

11. **ADJOURN**

Motion:	R. Bursch, to adjourn at 8:41PM			
Second	M. Wilson			
Vote:	C. St Germain – AYE	T. Doucette – AYE	A. Burnap - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer – AYE		

Respectfully submitted,

Michael Gale - Admin Asst.