

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, December 17, 2025 – 7:00 PM | Zoom (Remote)

1. CALL TO ORDER

Roll Call: M. Larouche, A. Burnap, R. Bursch, M. Wilson, T. Doucette, J. Pewtherer

Absent: C. St. Germain

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

2. APPOINTMENTS [<Video link>](#)

- a. Tom Anelons at 7:10 PM to go over plan to groom trails for mountain biking

T. Anelons presented the plans, which are the same as last year. Keeping the trails groomed for hikers takes a good deal of time. Plans are to groom areas at least 4 inches deep without widening the trails or making new ones. J. Pewtherer mentioned the Commission wants a list of trail names, but T. Anelons stated many trails are just color coded without names. M. Wilson suggested using the trail maps and a black marker to note which trails he expects to groom. T. Anelons suggested that all colored trails be included.

Some new trails exist that have not been added to the map nor pre-approved by the Commission. These appear to be hiker paths used long enough to become trails.

Any ramps used to groom the trails must also be pre-approved. Wood chips are not approved due to the possibility of bearing invasive plants. All ramps and bridges, even on the ground, are alterations that require pre-approval.

M. Wilson and R. Bursch noted that the Commission is grateful for all volunteers. R. Bursch noted that the funding used to purchase these lands restricts it to passive recreation. M. Wilson requested a map of all trails proposed, with GPS coordinates, for all properties, prior to further grooming. R. Bursch requested that we continue the discussion after we have the list of trails.

3. ANNOUNCEMENTS

- a. Public Comment. *(Comments are to be limited to 3 minutes and on a subject matter under the direct jurisdiction of the commission. Comments about current agenda items are to be made during the comment period of the specific agenda item. Please address all comments to the Chair.)*

John O'Connor (236 West Street) expressed appreciation for the work T. Anelons does on the trails. J. Pewtherer mentioned all the other people that volunteer. [<Video link>](#)

- b. Minutes of Previous Meetings: [<Video link>](#)
[12/03](#)

Motion:	M. Wilson, to approve the minutes of the December 3 meeting.			
Second	M. Larouche			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

4. NEW PUBLIC HEARINGS

All hearings are pursuant to MGL Ch 131, s 40 as amended and the Town of Lunenburg Wetlands Protection and Municipal Bylaws:

- a. 27 Fire Road 15A – [NOI-25-25 <Video link>](#)

A public hearing on a Notice of Intent by Steve Bean for a project that involves the demolition of an existing cottage and construction of a replacement house and deck on the property.

Greg Roy (Dillis & Roy) presented. The DEP number has not been assigned. This is the middle of three residential units. Applicant wants to slightly extend the existing footprint. Mitigation includes removal of impervious patio area and returning some grass areas to natural vegetation. R. Bursch noted that the boulder walls are part of the proposal. R. Bursch would like to see alternatives to move the building out of the current location. M. Wilson wondered if they could build on top of the garage. T. Doucette confirmed it is a total demolition and rebuild with full foundation. All units are connected to one leeching field.

M. Wilson noted that our bylaws do not permit us to approve work that further encroaches into the buffer zone.

Motion:	M. Wilson, continue to the January 7 meeting.			
Second	T. Doucette			
Vote:	M. LaRouche – AYE	M. Wilson – AYE	A. Burnap - AYE	R. Bursch – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

5. **CONTINUED PUBLIC HEARINGS**

- a. 480 Mulpus Rd – [RDA-25-15](#) (Continued since October 1) [<Video link>](#)

A public hearing on 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.

The applicant was not present. Herlin performed a site visit where a new location was suggested outside the buffer zone, and the applicant agreed. An updated plan showing the new location is required.

Motion:	R. Bursch, continue to the January 7 meeting. Applicant to provide: 1. Updated plan showing the new location			
Second	M. Wilson			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

- b. 30 Summer St- [NOI-25-22](#) (Continued from November 19) [<Video link>](#)

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

G. Roy requested a continuance to the next meeting.

Motion:	R. Bursch, continue to the January 7 meeting.			
Second	M. Wilson			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

- c. 763 Northfield Rd- [NOI-25-19](#) (Continued from October 15 and November 5) [<Video link>](#)

A public hearing on 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 12/17/2025)

Bill Bernard and Matt Lunstead presented. Questions and answers were reviewed. The return receipt from the abutter was received, but permission was not obtained. R. Bursch and M. Wilson noted that the buffer zone lines are confusing and are incorrectly drawn.

Motion:	R. Bursch, continue to the January 7 meeting.			
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	1. Corrected buffer zone lines 2. Updated W1 answer to DEP and removal of ‘pump around’ note. 3. Abutter permission received			
Second	T. Doucette			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

6. **ADMINISTRATIVE DETERMINATIONS**

- a. 833 Flat Hill Rd- [CAD-25-21](#); Site visit scheduled for January.

Motion:	R. Bursch, continue to the January 7 meeting.			
Second	M. Wilson			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

b. **Extension Request Permits:**

- i. 0 Shirley Reservoir- [CEXT-25-2](#)

Bill Bernard presented the request. The project is going back out to bid in January. It currently expires in August of 2026, and a 3-year extension is being requested.

Motion:	R. Bursch, extend approval for three years.			
Second	M. LaRouche			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

c. **Certificates of Compliance: None**

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

7. **ENFORCEMENT**

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

- i. 10 Mass Ave: Certified mail returned
- ii. 1168 Mass Ave Rear: Certified mail returned
- iii. 48 Meadow Ln
- iv. 1147 Mass Ave
- v. 314 Highland St: Violation letter to be mailed
- vi. 715 Reservoir Rd: Meeting being scheduled

b. **Emergency Certifications: None**

8. **NEW BUSINESS**

- a. Topics Unknown – 48 Hrs. Advance of Meeting: None
- b. By-Law Discussion:
 - i. M. Wilson noted that we can hire a consultant to help with reviews. The amount approved needs to be increased. (Max fee for a \$100,000 project is \$500.) It was also suggested that this amount be documented in a place the Commission can adjust easier (as opposed to in the Bylaws).
- c. MACC Training Takeaways: None
- d. Notification of Well Abandonment- [451 Mass Ave](#): Will meet with Herlin

9. **OLD BUSINESS**

- a. **Conservation budget: None**
- b. **Encroachment Issues:**
- c. **Hollis Rd Residence:** Locks were changed. M. LaRouche requested \$400 to clean and service the heating system. M. Larouche described a device (MARCELL) that can monitor the heat situation. It costs about \$150 with a monthly charge of \$11. If the temperature drops below a set value, an alert is sent. It is currently on sale for \$99.

The building itself would need significant improvements to make it habitable again. We already have bills for 123 Hollis: \$28.49 for first month of Unitil; \$685.86 from Peterson Oil, and \$311.84 for changing the locks.

Motion:	M. Wilson, to approve not more than \$400 for heating system maintenance.			
Second	M. Larouche			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		
Motion:	T. Doucette, to approve payment for the following 123 Hollis invoices: 1. \$311.84 to James Lock for lock replacement 2. \$28.49 to Unitil for first monthly bill 3. \$685.86 to Peterson Oil			
Second	M. Wilson			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

Motion:	R. Bursch, to approve up to \$200 for the following purchases (to be set up by M. Larouche) 1. One MARCELL unit (currently on sale for \$99) 2. Monthly service for \$11.99 per month			
Second	T. Doucette			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

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

- i. Master Plan Steering Committee: Final meeting reviewed 80 recommendations.
- ii. Open Space: None
- iii. Storm Water: Meeting in January

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

11. **UPCOMING MEETING SCHEDULE:**

- a. January 7 at 7:00PM by Zoom

12. **ADJOURN**

Motion:	M. Wilson, to adjourn at 9:56pm			
Second	M. Larouche			
Vote:	M. LaRouche – AYE	A. Burnap – AYE	R. Bursch - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer – AYE		

Respectfully submitted,
Michael Gale - Admin Asst.