

TOWN OF LUNENBURG

Lunenburg Conservation Commission

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



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

Herlin Jamie – Conservation Agent
Michael Gale – Admin Assistant

MINUTES

Wednesday, 15 April 2026 – 7:00 PM | Zoom (Remote)

1. CALL TO ORDER

Roll Call:

Present: R. Bursch, T. Doucette, A. Burnap, J. Pewtherer

Absent: M. Larouche, M. Wilson

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

2. APPOINTMENTS: None

3. ANNOUNCEMENTS

a. Public Comment.

i. Andrew Lamarche- Holman Street Conservation Property

Andrew Lamarche (535 Page) wanted to know about clearing downed trees in the area that are larger than hand saw work. J. Pewtherer explained that he only needed to discuss this with the Conservation Agent.

Motion:	R. Bursch, to confirm that our regulations allow the Conservation Agent to make decisions allowing volunteers to use more than hand saws to clear trails.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer – AYE

ii. Lise Fracalossi- Invasive removal/seed collection

Lise Fracalossi (Red Trillium) wants to lead an invasive species removal effort at the Lane Conservation Area. It would be open to the community. An educational session would be held, possibly at the library followed by a field day. J. Pewtherer noted that proper procedures must be used, or it can worsen the situation and would like a more detailed plan.

She also wanted to collect seeds from local plants on town property to propagate her nursery stock. T. Doucette expressed concern about allowing a single resident to collect without sharing. Would this lead to being forced to allow anyone/everyone to collect? Suggested a 'seed swap day' or something similar. After a motion to approve by T. Doucette, R. Bursch suggested this should be an agenda topic, so residents will be better informed of a decision that could benefit an individual's business. It was agreed to add the seed collection to the agenda of the next meeting (May 6).

iii. R. Bursch wondered if our agendas are ADA compliant due to the font size. H. Jaime explained that the public electronic notice can be sized, meeting the ADA requirements. However, the version posted at Town Hall may not be compliant. The Clerk's office wants single-page agendas for posting.

b. Minutes of Previous Meetings:

04.01.2026

Motion:	R. Bursch, to approve the minutes of the April 1 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	T. Doucette – AYE	A. Burnap - 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. **1625 Massachusetts Avenue:** [NOI-26-10](#)

Notice of Intent by the Town of Lunenburg Conservation Commission for the construction of an ADA parking and re-construction of an existing hiking trail at Cowdery Nature Center.

Applicant requested continuance to 05/06/26.

Motion:	T. Doucette, to continue to the May 6 meeting.			
Second	A. Burnap			
Vote:	R. Bursch – AYE	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer – AYE

b. **60 Peninsula Drive:** [NOI-26-11](#)

Notice of Intent by Michael Fallon for the installation of a paver patio

The applicant did not appear.

Motion:	R. Bursch, to continue to the May 6 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer – AYE

c. **10 Parmenter Road:** [NOI-26-12](#)

Notice of Intent by Benjamin Builders for the extension of water main from Reservoir Rd to the following: Round Rd, Parmenter Rd, Ruth St, and Fire Rd 15.

Ryan Proctor (Dillis & Roy) represented the applicant. Ali Benjamin (Benjamin Builders) was also present. The water main extension will be jurisdictional in a few locations. First on Round Road and at the end of Ruth Street. The water main will pass under the road and has been approved by the water and fire departments. An erosion control barrier is proposed. At the fork between Round Road and Parmenter, the water main will be on the opposite side of the road from the wetland area, again with erosion control during construction. At the next fork, the water main will be on the same side of the road as the wetlands as the lots to be serviced are located on that side. At the termination of the water main on Ruth Street there will be one hydrant. There are no DEP comments. J. Pewtherer noted that the area towards the end of Round Road has an active OOC (paved to be turned into gravel), but DPW has asked the work to be on hold due to a culvert needing repair. Coordination with DPW would be required. R. Bursch asked why the Water Department was not the entity requesting the installation and was told it is privately funded, but it will be a municipal line once activated. He also noted that wetland flagging was inconsistent. H. Jaime has been out seven times and indicated the flagging was correct. R. Bursch suggested a 3rd party review or noting that wetlands delineation is not approved since all the work is under the road. Rich Pearson (75 Ruth Street) wanted clarification on the flags as he has not seen flags near his property,

Motion:	R. Bursch, to approve with the stipulation that the wetlands delineation is not confirmed as all work is under the road.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	T. Doucette – AYE	A. Burnap - AYE	J. Pewtherer – AYE

d. **18 Oak Ridge Road:** [NOI-26-14](#)

Notice of Intent by Steven Vitone & Melissa McCarthy for the demolition and reconstruction of a single-family home with a new sewage disposal system

Dan Wolfe (David E. Ross Associates) represented the applicants, who were also on. The project is to demo the existing house and rebuild it. Title V inspection indicated that the septic system was in failure. The new house will be shifted to the left and will be 182 square feet larger due mostly to filling in jogs in the current plans. It will not come any closer to the lake. The proposed deck is 32.5 feet from the lake. Flood plain replication is to the left of the garage. The new house will have a cellar but not full height. R. Bursch noted that the new house would further encroach in the 50-foot zone.

Motion:	R. Bursch, to continue to the May 6 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

5. **CONTINUED PUBLIC HEARINGS**

a. ~~30 Summer St:~~ [NOI-25-22](#)

~~*Notice of Intent by SafStor Real Estate Co., LLC for a project that involves floodplain fill and associated compensatory floodplain compensation.*~~ (Continued to 05/06/26)

b. **860 New West Townsend Road:** [NOI-26-1](#) (Continued from 04/01/26)

Notice of Intent by Daniel & Rachel Brackett for a common driveway to provide access to four residential lots
Ryan Proctor (Dillis & Roy) represented the applicants. Peer reviews from other boards have been received. Time is needed to develop a combined response, so it was requested that this be continued until May 6th.

Motion:	R. Bursch, to continue to the May 6 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

a. **19 Island Road:** [NOI-25-24](#) (Continued from 04/01/26)

Notice of Intent by Hickory Hills Landowners Inc for the construction of a handicap parking area, ramp & dock
Matt Marro (Hickory Hills Landowners Association) represented the applicants. John Fortune (HHLA) was also present. M. Marro demonstrated changes requested by the Commission. R. Bursch would like something added to ensure the rain garden is properly maintained.

Motion:	R. Bursch, to approve with the following stipulation: • Rain garden maintenance plan received and approved by the Agent • Plan updated to asphalt			
Second	A. Burnap			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

b. **922 Flat Hill Road:** [NOI-26-2](#) (continued from 03/18/26)

Notice of Intent by Mike Potasky for the construction of a single-family home with a garage
The applicant did not appear. H. Jaime noted that DEP comments were received yesterday and suggested the applicant wanted to address these first.

Motion:	R. Bursch, to continue to the May 6 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

c. **189 Hemlock Drive:** [NOI-26-3](#) (Continued from 04/01/26)

Notice of Intent by David Katralis & Korry Dow-Katralis for an addition and removal of stone patio

Ryan Proctor (Dillis & Roy) represented the applicants and reviewed the project. R. Proctor identified existing structures that would be removed. One stump would be removed. The landscape was pulled outside the easement. The roof over the proposed desk was removed. It was noted that a former NOI has the actual NOI filed with the Registry of Deeds instead of the Order of Conditions. If the Commission could provide the OOC, this would be corrected. Technically the filed OOC authorizes work to begin if it is recorded within 45 days of issuance. H. Jaime needs to research the proper way to process the old order.

J. Pewtherer noted that all previous concerns on this application appear to have been addressed.

Motion:	R. Bursch, to continue to the May 6 meeting.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

d. **50 Pine Grove Road: [CAOC-26-1](#)** (Continued from 04/01/26)

Request to Amend Order of Conditions for the removal of trees, installation of patio and lake access

Ryan Proctor represented the owner and presented the project. The entire project has been simplified based on previous feedback. T. Doucette asked for a planting plan. R. Proctor identified it on the plan document.

Motion:	R. Bursch, to approve as presented.			
Second	A. Burnap			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

e. **855 Massachusetts Avenue: [NOI-26-5](#)** (Continued from 04/01/26)

Notice of Intent by the Town of Lunenburg for the management of vegetation at Marshall Pond

Applicant requested a continuance to May 6.

Motion:	R. Bursch, to continue to the May 6 meeting as requested by the applicant.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

f. **4 Parmenter Rd PKA 10 Parmenter Road Lot 16: [NOI-26-6](#)** (Continued from 04/01/26)

Notice of Intent by Benjamin Builders for the construction of a single-family home

Applicant requested a continuance to May 6.

Motion:	R. Bursch, to continue to the May 6 meeting as requested by the applicant.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

g. **83 Round Rd PKA 10 Parmenter Road Lot 17: [NOI-26-7](#)** (Continued from 04/01/26)

Notice of Intent by Benjamin Builders for the construction of a single-family home

Applicant requested a continuance to May 6.

Motion:	R. Bursch, to continue to the May 6 meeting as requested by the applicant.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

h. **99 Round Rd PKA 10 Parmenter Road Lot 22: [NOI-26-8](#)** (Continued from 04/01/26)

Notice of Intent by Benjamin Builders for the construction of a single-family home

Applicant requested a continuance to May 6.

Motion:	R. Bursch, to continue to the May 6 meeting as requested by the applicant.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

- i. **107 Round Rd PKA 10 Parmenter Road Lot 23:** [NOI-26-9](#) (Continued from 04/01/26)

Notice of Intent by Benjamin Builders for the construction of a single-family home

Applicant requested a continuance to May 6.

Motion:	R. Bursch, to continue to the May 6 meeting as requested by the applicant.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

6. **ADMINISTRATIVE DETERMINATIONS**

- a. 17 Crocker Ave: [CAD-26-4](#)

Collapsed retaining wall curves in and out of the 100-foot buffer zone. H. Jaime wondered if the Commission would require an RDA submission because of this. R. Bursch felt that an RDA would be required as equipment would need to be brought in to rebuild the wall. The applicant is willing to move the wall outside the 100-foot zone, but repair of the wall that has collapsed would still be inside the 100-foot zone. Brad Kennedy noted that these sections are only 5 feet into the zone. The applicant agreed to file an RDA. The commission agreed to discuss the RDA without the applicant being present, as he will be out of town for the next meeting.

- b. **Amended Order of Conditions:**

- c. **Extension Request Permits:**

- d. **Certificates of Compliance:**

- e. **Notice of Project Change:**

7. **ENFORCEMENT**

- a. **Violations, Enforcement Actions, and Hearings:** No updates

i. 1168 Mass Ave Rear

ii. 314 Highland St

iii. 715 Reservoir Rd

- b. **Emergency Certifications:**

8. **NEW BUSINESS**

- a. Updates:

- i. Right of First Refusal: [35 Leominster Rd](#)

(Taken out of order at 2:25:02)

J. Pewtherer noted that the property does not capture three of the required points to be considered for acquisition.

Motion:	R. Bursch, to inform the Board of Selectmen that the Conservations Commission will waive their right of first refusal on this property.			
Second	T. Doucette			
Vote:	R. Bursch – AYE	A. Burnap – AYE	T. Doucette - AYE	J. Pewtherer – AYE

- ii. Public Input Meeting: [925 Mass Ave](#)

Being conducted by the Planning Department. April 21 at the Library.

- iii. Earth Day-[04/22/2026](#)

- b. Topics Unknown – 48 Hrs. Advance of Meeting

M. Wilson is helping NHS students with projects and needs Commissioners to assist for 3 hours. April 25th.

- c. By-Law Discussion

9. **OLD BUSINESS**

- a. Conservation budget:

- b. Encroachment Issues:

- c. Hollis Rd Residence:

- d. Committee Reports – Any Update

- i. Master Plan Steering Committee: No update

- ii. Open Space: Mostly introductions.

iii. Storm Water: No update

10. **COMMUNICATIONS / PUBLIC COMMENT**

11. **UPCOMING MEETING SCHEDULE:**

a. Wednesday 05/06 at 7:00PM by Zoom

12. **ADJOURN**

Motion:	T. Doucette, to adjourn at 9:47pm.			
Second	A. Burnap			
Vote:	T. Doucette – AYE	A. Burnap – AYE	J. Pewtherer - AYE	

Respectfully submitted,
Michael Gale - Admin Asst.