

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



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

Herlin Jamie – Conservation Agent
 Michael Gale – Admin Assistant

MINUTES

Wednesday, May 6 – 7:00 PM | Zoom (Remote)

1. **CALL TO ORDER**

a. **Roll Call:**

- i. Present: M. Wilson, M. Larouche, T. Doucette, A. Burnap, R. Bursch.
- ii. Absent: J. Pewtherer (joined at 1:39 into the meeting)

b. **Call to Order at 7pm by R. Bursch**

2. **APPOINTMENTS:** None

3. **ANNOUNCEMENTS**

a. **Public Comment.**

- i. M. Larouche explained the quote he had shared for shed roof repair at 123 Hollis for \$191.86 and requested the Habitat to be allowed to utilize the other half of the shed.

Motion:	M. Larouche, to approve \$191.86 from the HAWS fund for shed repair at 123 Hollis.			
Second	T. Doucette			
Vote:	M. Larouche – AYE	M. Wilson – AYE	A. Burnap - AYE	T. Doucette – AYE
	R. Bursch – AYE			

b. **Minutes of Previous Meetings:**

[04.15.2026](#)

Motion:	T. Doucette, to approve the minutes of the April 15 meeting.			
Second	A. Burnap			
Vote:	M. Larouche – AYE	M. Wilson – Abstain	T. Doucette - AYE	A. Burnap – AYE
	R. Bursch – 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. **17 Crocker Avenue:** [RDA-26-3](#)

Request for Determination of Applicability by Bradford Kennedy for the reconstruction of a retaining wall
 Applicant was not present (there was a suggestion that he was told he did not need to appear as he had reviewed the project at the previous meeting but was asked to file it as an RDA.)

Motion:	M. Wilson, to continue to later in the meeting.			
Second	T. Doucette			
Vote:	M. Larouche – AYE	M. Wilson – AYE	T. Doucette - AYE	A. Burnap – AYE
	R. Bursch – AYE			

b. **30 Pine Grove Road:** [NOI-26-13](#)

Notice of Intent by 60 Cross Street Realty Trust - 2012 for the construction of new single-family dwelling and associated access and utility improvements

Chris Anderson (Hannigan Engineering) represented the applicant. Requested a review of project change for 64 and 68 Cross Road as they are part of a larger project. (Agenda items 6A and 6D.)

No work in the 30-foot zone. Driveway grading extends to just inside the 50-foot zone. With the exception of the rear deck, the structure is outside the 100-foot zone. Stormwater plans are in peer review with the Planning Board. DEP comments were reviewed. The O&M plan is in the drainage analysis and will be provided to the Commission. R. Bursch noted concern that the construction needs to be completed in time for the vegetation to properly root before the fall. M. Wilson confirmed the house will be outside the floodplain. She questioned the slope of the driveway and the need for a catchment area.

Motion:	M. Wilson, to approve with the following conditions: 1. The grading to the east side of the driveway is completed by September 1st. 2. The provided BLFS plan is submitted as part of the Order of Conditions.			
Second	M. Larouche			
Vote:	M. Wilson – AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE
	R. Bursch – AYE			

c. **881 Flat Hill Road:** [NOI-26-15](#)

Notice of Intent by Nathan Jones for the demolition and reconstruction of a boat house

Matt Marrow represented the applicant. The entire island is in the floodplain. The request is to take down the existing boat house and dock. A replacement cantilevered dock would be ADA compliant. R. Bursch and H. Jaime noted that the boat house could not be found. A demolition permit was obtained last fall. H. Jaime noted that during site walk the applicant referred to the building as a shed for storing the lawn mower.

Kathy Tocci (878 Flat Hill Road) noted that it was a 3/8-inch plywood boat house that was taken down after it collapsed. M. Marrow shared a photo he was able to find that showed the boat house.

Motion:	M. Wilson, to approve with the following conditions: 1. Building material and debris to be removed daily from the site			
Second	T. Doucette			
Vote:	M. Wilson – AYE	T. Doucette – AYE	A. Burnap - AYE	M. Larouche – AYE
	R. Bursch – AYE			

d. **56 Ruth Street:** [NOI-26-16](#)

Notice of Intent by Benjamin Builders for the construction of common driveway entrance with related drainage basin and site grading

Greg Roy (Dillis & Roy) represented the applicant. This project is creating 25 lots on the south side of Lake Shirley. This driveway will serve three lots. It is not filed with DEP but does come under the town bylaws. The Planning Board has sent this to a peer review with Graves Engineering. R. Bursch wondered why the driveway was curved. G. Roy explained it had to do with grading. Regulation state 8% maximum. R. Bursch asked that this narrative be included in the filing.

Motion:	M. Larouche, to continue to May 20, expecting the following: 1. Narrative on driveway grading decision 2. Results of peer review			
Second	M. Wilson			
Vote:	M. Larouche – AYE	M. Wilson – AYE	A. Burnap - AYE	T. Doucette – AYE
	R. Bursch – AYE			

5. **CONTINUED PUBLIC HEARINGS**

a. **30 Summer St:** [NOI-25-22](#) (Continued from 04/01/26)

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

Greg Roy (Dillis & Roy) represented the applicant. This was continued pending the results of a peer review process with the Planning Board. Some building internal changes have been incorporated. Project is in the 100-year floodplain. Flood plain compensation tables are provided. R. Bursch confirmed that an L&M plan was submitted. G. Roy confirmed he would ensure the most recent plan was uploaded.

Motion:	M. Larouche, to approve with the following conditions: 1. Updated O&M plans are provided 2. Stormwater reports are submitted			
Second	M. Wilson			
Vote:	T. Doucette – AYE	A. Burnap – AYE	M. Larouche - AYE	M. Wilson – AYE
	R. Bursch – AYE			

- b. **860 New West Townsend Road:** [NOI-26-1](#) (Continued from 04/15/26)

Notice of Intent by Daniel & Rachel Brackett for a common driveway to provide access to four residential lots
The applicant requested a continuance earlier today.

Motion:	M. Larouche, to continue to May 20 at the request of the applicant			
Second	T. Doucette			
Vote:	A. Burnap – AYE	M. Larouche – AYE	M. Wilson - AYE	T. Doucette – AYE
	R. Bursch – AYE			

- a. **922 Flat Hill Road:** [NOI-26-2](#) (Continued from 04/15/26)

Notice of Intent by Mike Potasky for the construction of a single-family home with a garage

Lar Greene represented the applicant. Lot has a perennial stream at the rear of the lot. He presented the requested changes. H. Jaime noted that some of the uploaded attachments were added to the building permit application and not the NOI. M. Wilson asked if the additional disturbance be identified on the plan.

Motion:	M. Wilson, to continue to May 20 expecting the following: 1. Additional disturbance be identified on the plan			
Second	T. Doucette			
Vote:	M. Wilson – AYE	A. Burnap – AYE	M. Larouche - Abstain	T. Doucette – AYE
	R. Bursch – AYE			

- b. **189 Hemlock Drive:** [NOI-26-3](#) (Continued from 04/15/26)

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

Greg Roy (Dillis & Roy) represented the applicants. Korry Dow-Katralis was also on the call. Previous concerns had already been addressed, but an old Order of Conditions needed to be investigated. H. Jaime confirmed you can have multiple Orders open on a parcel if they are different projects. Jenny Pewtherer indicated she was satisfied with the results of the last meeting and was ready to move on to the vote. H. Jaime will continue to research the missing OOC.

Motion:	J. Pewtherer, to approve.			
Second	T. Doucette			
Vote:	J. Pewtherer – AYE	A. Burnap – AYE	M. Larouche - Abstain	T. Doucette – AYE
	R. Bursch – AYE	M. Wilson – not called		

- c. **855 Massachusetts Avenue:** [NOI-26-5](#) (Continued from 04/15/26)

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

Matt Ladewig (TRC) represented the Town and presented the project. The only outstanding question from the last meeting was the DEP number, which was provided. The singular DEP comment recommended “managed treatment rather than eradication within areas dominated by native species.” H. Jaime noted abutter complaints about sulfuric smells due to rotting vegetation. Overgrown vegetation should be removed to allow natural regrowth.

Motion:	M. Wilson, to approve with the following condition: 1. Take special precautions to not eradicate the native aquatic plant species that are currently in the lake.			
Second	J. Pewtherer			
Vote:	M. Wilson – AYE	T. Doucette – AYE	M. Larouche - AYE	A. Burnap – AYE
	R. Bursch – AYE	J. Pewtherer – not called		

d. **4 Parmenter Rd PKA 10 Parmenter Road Lot 16: [NOI-26-6](#)** (Continued from 04/15/26)

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

Greg Roy (Dillis & Roy) represented the applicant. Ali (Benjamin Builders) was also present. Commission and DEP comments have been updated in the files plan. This includes a request to upload the ANR; add additional construction details for storm water devices; a planting schedule for the rain garden; include the limited work line; label the erosion control barrier; address the driveway runoff; and to correct the spelling of Parameter Road. DEP comments resulted in identification of test pits in the rain garden; updated TSS calculations; list plat species for all proposed strata; and update the stormwater O&M plan. R. Bursch thought you needed 40,000 sq ft to build on a lot. G. Roy noted that it was a percentage of 40,000 (32,000), and it is documented on the ANR plan.

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

e. **83 Round Rd PKA 10 Parmenter Road Lot 17: [NOI-26-7](#)** (Continued from 04/15/26)

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

Greg Roy (Dillis & Roy) represented the applicant. Ali (Benjamin Builders) was also present. This is adjacent to lot 16. Commission and DEP questions mimicked those of lot 16, with similar responses.

Motion:	J. Pewtherer, to approve.			
Second	M. Wilson			
Vote:	J. Pewtherer – AYE	A. Burnap – AYE	M. Larouche - AYE	M. Wilson – AYE
	T. Doucette – AYE	R. Bursch – AYE		

f. **99 Round Rd PKA 10 Parmenter Road Lot 22: [NOI-26-8](#)** (Continued from 04/15/26)

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

Greg Roy (Dillis & Roy) represented the applicant. Ali (Benjamin Builders) was also present. This is further down Round Road. Commission and DEP questions mimicked those of lot 16, with similar responses. G. Roy noted that an erosion control barrier around the rain garden was missing from the plan and would be added. R. Bursch noted that all of the O&M plans were missing a schedule of reporting. G. Roy noted they do not typically add a report schedule. J. Pewthere noted that MACC training recommends adding the O&M plan to the Order of Conditions with defined reporting intervals. H. Jaime noted that it is usual for larger projects but not for single-family houses.

Motion:	J. Pewtherer, to approve with the following conditions: 1. The O&M plan be submitted and recorded with the Order of Conditions. 2. This requirement be added to the other lots in the larger project.			
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Second	T. Doucette			
Vote:	M. Larouche – AYE	J. Pewtherer – AYE	M. Wilson - AYE	A. Burnap – AYE
	T. Doucette – AYE	R. Bursch – AYE		

- g. **107 Round Rd PKA 10 Parmenter Road Lot 23:** [NOI-26-9](#) (Continued from 04/15/26)

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

Greg Roy (Dillis & Roy) represented the applicant. Ali (Benjamin Builders) was also present. This is adjacent to lot 23. Commission and DEP questions mimicked those of lot 16, with similar responses. The Commission has asked why a common driveway had not been proposed. G. Roy explained it was to avoid legal agreements, property management concerns, and the complication inherent in shared infrastructure for the homeowners.

Motion:	J. Pewtherer, to approve.			
Second	T. Doucette			
Vote:	M. Larouche – AYE	A. Burnap – AYE	T. Doucette - AYE	M. Wilson – AYE
	J. Pewtherer – AYE	R. Bursch – AYE		

- h. **1625 Massachusetts Avenue:** [NOI-26-10](#) (Continued from 04/15/26)

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.

Greg Roy (Dillis & Roy) represented the Town. DEP comments received and are being processed. Additional questions have been received by National Heritage which are also being processed. A site walk with multiple constituents generated options that are still being reviewed. G. Roy suggested continuing for a few weeks to allow these items to be resolved.

Motion:	J. Pewtherer, to continue to May 20.			
Second	M. Wilson			
Vote:	J. Pewtherer – AYE	M. Wilson – AYE	T. Doucette - AYE	A. Burnap – AYE
	M. Larouche – AYE	R. Bursch – AYE		

- i. **60 Peninsula Drive:** [NOI-26-11](#) (Continued from 04/15/26)

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

Nate Fournier (Reimagined Roots) represented the applicant. The request is for a 250 sq ft permeable patio. The space is not being used now – just bare sand and soil. A second proposal moves the patio outside the 30-foot zone. Part of the house is already in the 30-foot zone. Some commissioners expressed concern about the 30-foot zone. J. Pewtherer shared a photo and suggested that a permeable patio may be a better alternative to the existing situation. R. Bursch suggested natural vegetation instead. N. Fournier shared the alternate plan. Erosion protection recommended at the 40-foot line.

Motion:	M. Wilson, to approve the second patio proposal.			
Second	T. Doucette			
Vote:	A. Burnap – AYE	M. Larouche – AYE	M. Wilson - AYE	T. Doucette – AYE
	J. Pewtherer – AYE	R. Bursch – not called		

- j. **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

Applicant requested a continuance to June 17.

Motion:	J. Pewtherer, to continue to June 17 at applicant's request.			
Second	M. Wilson			
Vote:	J. Pewtherer – AYE	M. Wilson – AYE	T. Doucette - AYE	A. Burnap – AYE

M. Larouche – AYE	R. Bursch – AYE	
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6. ADMINISTRATIVE DETERMINATIONS

a. Amended Order of Conditions:

i. 60 Cross Rd: [CAOC-26-2](#)

Applicant wants to add an infiltration basin in the backyard to help mitigate runoff from two of the three new lots. Slopes indicated on the plan suggest no run-off would occur which resulted in a continuation suggestion.

Motion:	M. Larouche, to continue to May 20.			
Second	M. Wilson			
Vote:	M. Larouche – AYE	A. Burnap – AYE	T. Doucette - AYE	M. Wilson – AYE
	R. Bursch – AYE	J. Pewtherer – AYE		

b. Extension Request Permits: None

c. Certificates of Compliance: None

d. Notice of Project Change:

i. 64 Cross Rd: [CMOD-26-2](#)

(Taken out of order at 21:31 into the meeting)

Chris Anderson (Hannigan Engineering) noted that the applicant wanted to raise the elevation of the structure 2.6 feet to better accommodate the foundation drain. All other plans remain the same.

Motion:	M. Larouche, to approve			
Second	M. Wilson			
Vote:	M. Larouche – AYE	A. Burnap – AYE	T. Doucette - AYE	M. Wilson – AYE
	R. Bursch – AYE			

ii. 68 Cross Rd: [CMOD-26-3](#)

(Taken out of order at 25:49 into the meeting)

Chris Anderson (Hannigan Engineering) noted that the applicant wanted to add an additional drywall system to the stormwater management program to provide compliance with the local bylaw.

Motion:	M. Larouche, to approve			
Second	M. Wilson			
Vote:	M. Larouche – AYE	T. Doucette – AYE	A. Burnap - AYE	M. Wilson – AYE
	R. Bursch – AYE			

e. Conservation Administrator's Determination

i. 50 Sunset Ln: [CAD-26-5](#)

H. Jaime noted that 8 trees have already been planted. J. Petwherer read the Agent's filed determination. The request is to remove one dead tree. It will be replaced by 9 trees.

Motion:	R. Bursch, to ratify Agent's recommendation			
Second	M. Wilson			
Vote:	R. Bursch – AYE	T. Doucette – AYE	M. Larouche - AYE	M. Wilson – AYE
	A. Burnap – AYE	J. Pewtherer - AYE		

7. ENFORCEMENT

a. Violations, Enforcement Actions, and Hearings:

i. 1168 Mass Ave Rear: NOI will be filed soon.

ii. 314 Highland St: No update.

- iii. 715 Reservoir Rd: Planting plan created. All 5 stumps were in the front, and there were no signs of grinding. Additional stumps appear outside the 100-foot zone. It is unclear when these were removed or who did it. M. Wilson preferred more canopy. The replacement math was discussed and came to 11 replacement trees. M. Wilson was concerned there may not be room with the remaining stumps. H. Jaime noted that the land is eroding. R. Bursch suggested 3 maples, 3 pines, 3 oak, and two birch trees. He also stated that this is a violation that he wants immediate stabilization with either matting and seed or mulch within 30 days or start daily fines.

Motion:	R. Bursch, to change the remediation plan to: 1. Three maples 2. Three pines 3. Three oaks 4. Two Birch 5. Immediate stabilization with matting/seed or mulch within 30 days or implement daily fines			
Second	M. Wilson			
Vote:	R. Bursch – AYE	M. Wilson – AYE	M. Larouche - AYE	A. Burnap – AYE
	T. Doucette – AYE	J. Pewtherer - AYE		

- b. **Emergency Certifications:** None

8. **NEW BUSINESS**

- a. Updates:

- i. Commission Input Request: [250 & 356 Hollis Rd](#)

Property is in tax taking, and the town wants to know if the town should purchase or sell. It does not meet any of the conditions required for conservation property.

Motion:	M. Wilson, to authorize the Chair to inform the Town, this Commission has no interest in the properties.			
Second	R. Bursch			
Vote:	M. Larouche – AYE	A. Burnap – AYE	T. Doucette - AYE	R. Bursch – AYE
	M. Wilson – AYE	J. Pewtherer - AYE		

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

M. Wilson wants us to reconsider our fee structure. H. Jaime is working on this as the fees are currently in the By-laws. She will meet again in June to finalize the proposal for the fall town meeting.

- c. By-Law Discussion

9. **OLD BUSINESS**

- a. Conservation budget: Meeting with finance has been scheduled and she will present to the Commission at the June 20 meeting.

- b. Encroachment Issues: None

- c. Hollis Rd Residence:

M. Larouche would like the Pollinator Habitat to be allowed to use the right side of the shed. M. Wilson reminded everyone they NHS students need community volunteer hours. M. Larouche noted that he needs students to mow the lawn.

Motion:	M. Wilson, to authorize the Pollinator Habitat to utilize the right side of the shed at 123 Hollis.			
Second	M. Larouche			
Vote:	R. Bursch – AYE	M. Larouche – AYE	M. Wilson - AYE	A. Burnap – AYE
	T. Doucette – AYE	J. Pewtherer - AYE		

M. Larouche also noted that the next weekend is the pollinator habitat wildflower weekend.

d. Committee Reports – Any Update

i. Master Plan Steering Committee: None

ii. Open Space: Meeting next week.

iii. Storm Water: None

10. **COMMUNICATIONS / PUBLIC COMMENT**

11. **UPCOMING MEETING SCHEDULE:**

a. Wednesday 05/20 at 7:00PM by Zoom

12. **ADJOURN**

Motion:	M. Larouche, to adjourn at 10:38 PM			
Second	M. Wilson			
Vote:	R. Bursch – AYE	A. Burnap – AYE	M. Larouche - AYE	M. Wilson – AYE
	T. Doucette – AYE	J. Pewtherer - AYE		

Respectfully submitted,
Michael Gale - Admin Asst.