

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*
Vacant *Member*



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

Herlin Jaime – Conservation Agent

MINUTES

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

1. CALL TO ORDER

Roll Call:

Present: J. Pewtherer, A. Burnap, M. Larouche, and T. Doucette.

Absent: R. Bursch, M. Wilson

Call to Order at 7:04 pm by J. Pewtherer

2. APPOINTMENTS: None

3. ANNOUNCEMENTS

a. Public Comment:

None

b. Pollinator Habitat Update

J. Pewtherer uploaded and shared pictures. M. Larouche stated that they have put on the first layer of mineral paper on the shed roof and it was stripped, just awaiting shingles. He hopes TO continue later next week. M. Larouche thanked the commission for his shirt. Milkweed is blooming, there are milkweed leaf beetles, wild bergamot, these are things that were seen in the garden this week.

Minutes of:

[07/1/2026](#)

Motion:	T. Doucette, for approval			
Second	M. Larouche			
Vote:	T. Doucette – AYE	M. Larouche – 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. **15 White Street:** [NOI-26-23](#)

Notice of Intent by Carlos Silvera for the repair / upgrade of failed septic system

Luke Rotti was present, as the soil evaluator and septic installer. The engineer was not available. Mr. Rotti was present for the PERC test. Mr. Rotti is familiar with the plan, and a more detailed plan was uploaded recently. When members of the commission did the site walk, it was difficult to make where on the property the septic was going, so the uploaded plan is much better.

Mr. Rotti stated that the existing septic system is in the rear of the house; the proposed system will be on the side of the house at a higher elevation and as far away from the wetlands as possible, which are at the rear of the

house. H. Jamie stated that she met the engineer at the site in late fall. They worked together to find the best and most appropriate side for the new system. There is no DEP number as of yet on this project

Motion:	M. Larouche, for continuance until 8/5/26			
Second	T. Doucette			
Vote:	T. Doucette - AYE	M. Larouche – AYE	A. Burnap - AYE	J. Pewtherer – AYE

5. CONTINUED PUBLIC HEARINGS

a. **1625 Massachusetts Avenue: [NOI-26-10](#)** (Continued from 5/6/26/26)

H. Jamie is asking for a continuance on behalf of the applicant to continue to resolve issues.

Motion:	T. Doucette, continue to August 19th.			
Second	M. Laroche			
Vote:	T. Doucette - AYE	M. Larouche – AYE	A. Burnap - AYE	J. Pewtherer – AYE

b. **860 New West Townsend Road [NOI-26-1](#)** Continued from 7/1/26

Notice of Intend by Daniel & Rachel Brackett for a common driveway to provide access to four residential lots

Ryan Proctor present for the owner who stated there have been no outstanding questions or comments from the commission at this point. R. Proctor stated that with regard to the Planning Board, they have met the requirement of review engineers, Graves Engineering. Currently, the only outstanding issue as submitting a draft HOA document to be reviewed by town counsel. R. Proctor stated that the letter from Graves was uploaded to the portal as well as the most recent plan, which has no changes. If there are no further questions from this commission, a request was made to close this hearing.

T. Doucette asked what the HOA is in regard to. R. Proctor stated that the HOA covers basically everything and has been submitted to town counsel. These are townhouses. The Planning Board is primarily concerned with the common driveway themselves including snow plowing and maintenance. T. Doucette asked if the draft HOA was uploaded. R. Proctor was unsure of it was uploaded to the portal as it is a draft. If it has not been, he will upload the HOA draft document. M. Larouche stated that R. Proctor has not gotten a response from the Planning Board on the latest submission but he could with regard to the both the site plan and HOA. R Proctor stated that the presented the revised plans and there were no questions. He addressed comments from the fire department. Outstanding question related to the HOA and thickness of the pavement. There are no other outstanding design question of any nature. H. Jamie stated that she had concerns about a proposed HOA. If the Selectboard denies it, it serves no purpose. R. Proctor stated that the operation agreements will point toward the operation, the HOA agreement will point toward the operation and maintenance manual, which is included in the stormwater report, which you did receive a copy of. All are those are outlined and I will make sure you have all the latest drainage reports. H. Jamie stated that if all of that is in place, it is in everyone's interest to move forward.

Motion:	T. Doucette, to Approve Notice of Intent for Common Driveway			
Second	M. Laroche			
Vote:	T. Doucette - AYE	M. Larouche – AYE	A. Burnap - AYE	J. Pewtherer – AYE

c. **934 Massachusetts Avenue: NOI-26-17** (Continued from 07/01/26)

Notice of Intent for Unitil for the construction of a new substation and replacement of utility poles

H. Jamie stated that applicant has requested a continuance until the next meeting

Motion:	T. Doucette, Continued until August 5th			
Second	M. Laroche			
Vote:	T. Doucette - AYE	M. Larouche – AYE	A. Burnap - AYE	J. Pewtherer – AYE

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d. **507 West Townsend Road** NOI 26-19 (Continued from 6/3/26)

Notice of Intent by Jahnke Construction LLC for the construction of single family home with wetland crossing

H. Jamie stated that no one was present and suggest a continuance until the next meeting

Motion:	T. Doucette, Continued until August 5th			
Second	M. Laroche			
Vote:	T. Doucette - AYE	M. Larouche – AYE	A. Burnap - AYE	J. Pewtherer – AYE

e. **701 Reservoir Road** NOI-26-21 (Continued from 7/1/26)

Notice of Intent by the Reservoir Recreational Trust for the construction of a new concrete boat ramp on Lake Shirley at Shady Point

R. Proctor (Dillis & Roy) was present for the applicant who stated that a DEP number was received with comments relating to quantifying impacts. R. Proctor stated that in addition to the boat ramp, they were also proposing some shoreline stabilization improvements by way of a wall. They are soliciting quotes for a wildlife habitat evaluation. This is required when you alter greater than 50 linear feet of a shoreline. Also, there was a question as to the impervious area for the project as it related to stormwater. R. Proctor stated that the comments were just received and he will be working through them and submit revised materials. R. Proctor stated that he is asking for a continuance. Rich Pearson, 75 Ruth Street was present through zoom who stated that he is totally in favor of this project. The owner is generous to the lake community in many ways and to the larger Lunenburg community as well. H. James stated that she has received two letter of support. One from Andrew Storm and one from Joanna Bilotta, who is the president of the Lake Shirley Improvement Corporation. Also a letter from Carl Luck with concerns. Andrew Storm, 715 Flat Hill Road, was present and stated that he supports the project as stated in his letter (will be upload to the portal). The boat ramp is an invaluable resource to the promote access to the lake. Carl Luck was present at the meeting. C. Luck stated that he submitted his concerns by letter. They do have a commonality with DEP concerns but I do support his project. The ramp does need to be improved and it is his hope that it is done in the best way possible. Mr. Luck would like to see pervious pavers used for the ramp. At the last meeting it appears to have a significant increase in the impervious area within 50 feet of the lake. R. Proctor stated that they will be addressing the impervious question and will be coming back with an answer to that and will be formalizing same in a letter. D. DeFazion of 31 Fire Road was present at the meeting and stated that she has seen several commercial or State boat ramps and they are all concrete and has concerns about pavers being able to handle the traffic. This is a revamp of the existing ramp and due to wear and tear needs upgrading. D. Defazon is also in favor of this project. Chair Pewtherer stated that she wanted to echo the sentiment that she is hearing that the applicant has worked really hard to protect the trees and shoreline in the past and is continuing to do so now. Carl Luck stated that in his letter he has concerns about power loading boats, which rips up the bottom of the lake and would like to see some restriction on power loading boats. Mr. Luck is also concerned about the amount of solid wall around the lake. Most of the walls have been stone walls so that the habitat is not disturbed. C. Luck stated that the in the past the Commission has pushed people toward stone walls. J. Pewtherer stated for clarification that power loading is using the boat's motor to get the boat on the trailer rather than using a winch. Chris Coffin, owner, stated that they do not allow power loading and we do have signage that we don't allow it but we can't catch everyone. With regard to walls, there are many walls being put in with blocks, two recent ones in the channel. C. Luck asked for information on those walls. H. Jamie stated that that is not relevant to this hearing and C. Luck can request information outside this hearing. R. Proctor is asking to continue the hearing until August 5th.

Motion:	T. Doucette, to continue to 8/5			
Second	M. Larouche			
Vote:	J. Pewtherer - AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE

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f. **91 Round Road PKA 10 Parmenter Road NOI-26-22** (Continued from 7/1/26)

Notice of Intent by Benjamin Builders minor site work for driveway entrance and Rain Garden

Ryan Proctor (Dillis & Roy) was present in place of Greg Roy. His intent was to submit a request for continuation, which was not done. Since R. Proctor is present he asked for a continuation until August 5th.

Motion:	T. Doucette, to continue to 8/5			
Second	A. Burnap			
Vote:	J. Pewtherer - AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE

g. **100 Laurel Lane: RDA-26-7** (Continued from 7/1/26)

Request for Determination of Applicability by Brian Pollard for the decommissioning of a septic system and installation of grinder pump

Brian Pollard was present at the meeting who stated that they are going to decommission the existing septic system and will be installing a grinder pump in place of the septic tank and pump to connect to the town sewer system. An ADU will also be tied in. The existing septic system with be abandoned with the tank being pumped and filled. There will be erosion control. H. Jamie stated that she has worked with the applicant on this project and believes this is the best solution as they are tying into town sewage. Applicant needs to get conservation approval so they can move forward with the DPW portion of this project. H. Jamie would recommend a negative determination on this application.

Motion:	T. Doucette, for a negative determination			
Second	M. Larouche			
Vote:	J. Pewtherer - AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE

6. **ADMINISTRATIVE DETERMINATIONS:**

a. **Adminstrator's Determination - None**

b. **Amended Order of Conditions: None**

c. **Extension Request Permits: None**

d. **Certificates of Compliance:**

i. 1168 Mass Avenue - Rear

H. Jamie gave her report. No unauthorized structures or alterations were noted.

Motion:	M. Larouche, to approve Certificate of Compliance			
Second	T. Doucette			
Vote:	J. Pewtherer - AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE

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

7. **ENFORCEMENT**

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

i. 1168 Mass Ave Rear

Enforcement Order sent on 7/8/26, rep responded with receipt on 7/10/26.

b. **Emergency Certifications: None**

8. **NEW BUSINESS**

a. **Updates: None**

Commission Open Discussion

b. By-Law Discussion

H. Jamie is proposing amending the Wetlands Protection Bylaw (Article XXI) – specifically the section governing filing fees to more clearly state:

- The Conservation Commission shall establish and amend its fee schedule by vote of the Commission; and
- The adopted fee schedule shall be maintained by the Commission and made available to the public.

Additionally, to remove actual dollar amounts included in the bylaw and instead reference the fee schedule adopted by the Commission. J. Pewtherer stated that now it is very hard for the Commission to change fees because it requires a Town Meeting vote. This would enable the Commission to change fees with a vote of the Commission. M. Larouche stated his support for the change in bylaw and fees schedule. M. Pewtherer stated she would like to continue this discussion until there is a full board.

Kim Duffy of 1479 Mass Avenue was present at the meeting. She shared that she was recently at the Cowdry and the red trail along the river is completely overgrown. She is suggesting that if a group is looking for a project, the area needs to be cleared out. There is also a need for a foot bridge to cross the water. J. Pewtherer asked when she was there and K. Duffy answered July 4th. J. Pewtherer asked that K. Duffy send an email to H Jamie and copy the board. There are other groups willing to do projects.

9. OLD BUSINESS

a. Conservation budget:

Eagle Scout Project

J. Pewtherer stated that although she would prefer not to make the Eagle Scouts wait, she feels it is important to have a full board to vote on the project. T. Doucette stated that he is in favor of this project and providing funds to support it. J. Pewtherer stated that she does have some reservations with this project. In the past, Eagle Scouts came with a fully complete project where their funding sources are coming from, what materials they are using. Discussion continued for a full board

b. Encroachment Issues: None to discuss.

c. Hollis Rd Residence: No Update

d. Committee Reports – No Update

i. Master Plan Steering Committee: No update

ii. Open Space: No update

iii. Storm Water: No update

10. COMMUNICATIONS / PUBLIC COMMENT

11. UPCOMING MEETING SCHEDULE:

a. Wednesday 8/5 at 7:00PM by Zoom

12. ADJOURN

Motion:	M. Larouche, to adjourn at 9:33PM			
Second	T. Doucette			
Vote:	J. Pewtherer – AYE	M. Larouche – AYE	A. Burnap - AYE	T. Doucette – AYE

Respectfully submitted,

Andrea Schnepf –