

TOWN OF LUNENBURG
Lunenburg Conservation Commission

Jennifer Pewtherer	<i>Chair</i>
Richard Bursch	<i>Vice Chair</i>
Michael Larouche	<i>Clerk</i>
Mary Wilson	<i>Member</i>
Teddy Doucette	<i>Member</i>
Andrea Burnap	<i>Member</i>
Vacant	<i>Member</i>



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

Herlin Jaime – Conservation Agent

MINUTES

Wednesday, September 16, 2026 – 7:00 PM | Zoom (Remote)

1. CALL TO ORDER

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

Absent: M. Wilson, R. Bursch

Call to Order at 7:01 pm by J. Pewtherer

2. APPOINTMENTS: None

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*)

Drought Declaration. H. Jaime reported that, effective September 10, 2026, the region had returned to drought level zero (normal).

b. Pollinator Habitat Update

The Commission reviewed photographs from the 123 Hollis Road pollinator habitat, including native flowers and pollinators. Several photographs were discussed, including a monarch, caterpillars, a crab spider and a katydid.

An unidentified area of animal fur was also discussed; no identification was made.

4. Minutes of 8/19/26:

Motion By: M. Larouche to approve

Second: A. Burnap

Roll Call Vote: T. Doucette, AYE, A. Burnap – AYE, M. Larouche – AYE, J. Pewtherer – AYE

5. NEW PUBLIC HEARINGS

a. **50 Holman Street RDA-26-9** *Request for Determination of Applicability by the Lunenburg Department of Public Works for expansion of the North Cemetery to provide additional burial area for caskets and cremated remains.*

The proposed work includes limited tree removal, excavation, fill, compaction and grading. Work within Conservation Commission jurisdiction is limited to approximately 665 square feet in the outer 90- to 100-foot portion of the wetland buffer, with approximately 185 square feet proposed for cremated remains. No trees are proposed for removal within Commission jurisdiction. The Commission discussed erosion controls, replacement planting outside Commission jurisdiction, and the proposed limitation of the area within the buffer to cremated remains.

Motion By: M. Larouche for a Negative Determination with the limitation of cremated remains

Second: A. Burnap

Roll Call Vote: T. Doucette, AYE, A. Burnap – AYE, M. Larouche – AYE, J. Pewtherer – AYE

b. **238 Fire Road 16: RDA-26-10R** *Request for Determination of Applicability by Arthur and Joanne McGurn for repair and replacement of approximately 50 linear feet of an existing septic force main.*

The proposed work would realign the force main to provide positive drainage back toward the pump chamber. Work is proposed in existing driveway pavement and maintained lawn. Erosion controls and restrictions on staging, debris and restoration were discussed.

Motion By: M. Larouche for a Negative Determination with erosion controls, staging, debris and restoration

Second: T. Doucette

Roll Call Vote: T. Doucette, AYE, A. Burnap – AYE, M. Larouche – AYE, J. Pewtherer – AYE

c. 362 Townsend Harbor Road RDA-26-11

Request for Determination of Applicability by Andrew Leblanc for reinstallation of an existing 8-foot by 12-foot shed and placement of 280 cubic feet of dry sand in the beach area. The applicant stated that the shed had already been reinstalled. The Commission discussed the retaining walls and measures intended to reduce sand migration.

Motion: T. Doucette for a negative determination with conditions that clean washed sand be used; no sand be placed within the water or below the existing shoreline; no additional vegetation or trees be removed; the existing beach footprint not be expanded; sand be placed and graded to minimize migration; and no equipment, materials or debris be stored within the resource area.

Second: M. Larouche

Roll Call Vote: T. Doucette, AYE, A. Burnap – AYE, M. Larouche – AYE, J. Pewtherer – AYE

d. 141 Pleasant Street NOI-26-26

Notice of Intent by Vanu Rajin for replacement of a septic system. The project was presented by Alex Congress of Congress Engineering. The applicant described the proposed septic replacement and associated work, including stormwater measures. H. Jaime recommended removal of existing debris and accumulated materials before septic construction, installation of erosion and sediment controls, and restrictions on construction debris, equipment, excavated material and staging near the wetland.

Motion: M. Larouche to continue to 10/17/26

Second: T. Doucette

Roll Call Vote: T. Doucette, AYE, A. Burnap – AYE, M. Larouche – AYE, J. Pewtherer – AYE

e. 404 Page Street NOI-26-7

Notice of Intent by Liam Byers and Tiffany Warren for construction of driveway access associated with a proposed single-family dwelling and septic system. Ryan Proctor of Dillis & Roy represented the applicants. The driveway and associated grading include limited work within the 100-foot buffer. The applicant reported that Natural Heritage review was underway and that additional information concerning wetlands across Page Street would be addressed on a supplemental plan. The applicant requested a continuance to October 7, 2026 to complete Natural Heritage review and provide supplemental information.

Motion: M. Larouche to continue to October 7, 2026

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

6. CONTINUED 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

The Commission received an update that field survey and wetland delineation had begun for the alternative Mulpus Road access. Additional work remained before revised plans could be presented. The hearing was continued to October 7, 2026.

Motion: M. Larouche to continue to October 7, 2026

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

b. 934 Massachusetts Avenue: NOI-26-17

Notice of Intent by Unital for the construction of a new substation and replacement of utility poles. The agenda indicates that the hearing was continued to 10/7/26.

Motion: M. Larouche to continue to October 7, 2026

Second: T. Doucette
Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

c. 701 Reservoir Road: NOI-26-21

Notice of Intent by the Reservoir Recreational Trust for the construction of a new concrete boat ramp on Lake Shirley at Shady Point. Ryan Proctor of Dillis & Roy represented the applicant. Revised materials addressed flood storage, removal of an existing concrete slab, shoreline vegetation, and the proposed solid concrete ramp. The Commission also discussed the location of an existing wall and protection of nearby trees. The Commission acknowledged R. Proctor for his time in viewing other boats ramps, both in Lunenburg and outside Lunenburg, all of which are solid concrete or asphalt. C. Luck was present and voiced his concerns with the project. H. Jaime stated that for the record, the commission, in their discretion, has the ability to classify whether a product is impervious or

not giving the engineer documentation. This determination is based the projects that are presented to the Commission, with each project being specific within their scope. It is important that the public understands that this Commission takes these project seriously and they are evaluated individually, which includes working with applicants and engineers as well as site visit. The Commission is the authority for these project and are a permitting agency. J. Bilotta, President of the Lake Shirley Lake Association was also present at the meeting stating the support of the Lake Association for this project. H. Jaime stated that she is advising the Commission against RipRap as it needs to be replenished every so often and could potentially wash off into the lake. Ms. Jaime would like to see the wall as a one and done so that the applicant does not have to come before the board for maintenance.

The hearing was continued to October 7, 2026.

Motion: M. Larouche to Approve the Order of Conditions with the waivers for the work within the 30 foot and 50 foot buffers, provided that the erosion and sediment controls are installed and maintained throughout construction and disturbed areas are stabilized upon completion.

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

d. 108 Sunny Hill Road: NOI-26-24

Notice of Intent by Jacqueline Rager for a driveway crossing of an isolated wetland area (BYLAW ONLY).

Ryan Proctor of Dillis & Roy represented the applicant. Revised plans included stormwater measures such as drip-line recharge trenches, a stone diaphragm along the driveway, and rain gardens. The Commission discussed prior comments concerning runoff and the wetland replication area. The Chair noted that the Chair had not been present for two prior hearings and could not vote; the Commission therefore lacked a quorum to act on the matter. The hearing was continued to October 7, 2026.

Motion: M. Larouche to continue to October 7, 2026

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

e. 157 Goodrich Street: NOI-26-25

Notice of Intent by Stephen Violette for construction of an irrigation pond.

Ryan Proctor of Dillis & Roy represented the applicant. The Commission discussed the proposed pond, wetland conversion, the berm and replication, and prior concerns raised by Patricia Whitney regarding the adjacent pond at 137 Goodrich Street. The applicant stated that the project remains within the applicable farm-pond wetland conversion limit and discussed restoration/vegetation of disturbed areas. The hearing was continued to October 7, 2026.

Motion: M. Larouche to continue to October 7, 2026

Second: T. Doucette
Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

7. OTHER BUSINESS

a. Administrator's Determination:

i. 45 Island Road CAD-26-10

Administrative determination for removal of two trees. H. Jaime reported that both trees showed decline or damage, including significant deterioration and termite activity on one tree. Conditions recommended included leaving stumps and root systems in place, no grubbing or excavation in the regulated area, minimizing disturbance, removal of woody debris, and replacement planting of four trees.

Motion: M. Larouche to approve

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

ii. 567 Townsend Harbor Road CAD-26-11

Administrative determination for removal of three trees located downslope of the residence and leaning toward the deck area. The applicant agreed to minimize ground disturbance and leave existing stumps/root systems in place. Six white birch replacement trees were proposed. Conditions also included removal of cut material/debris and no additional vegetation or ground disturbance beyond what is necessary for the approved work.

Motion: M. Larouche to approve with the stated conditions

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

iii. **91 Lancaster Ave** [CAD-26-12](#)

Administrative determination for removal of a tree adjacent to a garage and near an existing culvert. The tree showed declining condition. Conditions included leaving the stump and root system in place where feasible, avoiding disturbance of the culvert, removing woody debris, and planting two native replacement trees in a location that would not interfere with drainage infrastructure.

Motion: M. Larouche to approve with the stated conditions

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

b. Amended Order of Conditions: None

c. Extension Request Permits: None

d. Certificates of Compliance:

i. 417 Howard Street Certificate of Compliance

H. Jaime reported that the completed work, including a paved driveway and drainage improvements within the 100-foot buffer, appeared generally consistent with the approved project and Order of Conditions. The disturbed areas were stabilized and no significant exposed or actively eroding soil was observed.

Motion: M. Larouch to Approve

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

7. **ENFORCEMENT**

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

1168 Mass Ave Rear – No new action was taken.

b. **Emergency Certifications: None**

8. **NEW BUSINESS**

a. **Updates:**

i. CMMCP – [Fitzgerald Field 702 Reservoir Road](#)

H. Jaime reported on the work being coordinated with the Central Mass Mosquito Control Project to address water flow and existing drainage. The project would be undertaken with no cost to the town. The Commission approved the work.

Motion: M. Larouche

Second: T. Doucette

Roll Call Vote: M. Larouche – AYE, A. Burnap – AYE, T. Doucette – AYE, J. Pewtherer – AYE

ii. **No Trespass Order –**

Pleasant Street Conservation Area. H. Jaime reported that a no trespass order had been issued after a person was found residing in the conservation area. The person and belongings were removed, and DPW assisted with removal of remaining trash. The Commission discussed that permits exist for camping on conservation land and there is a process in place that needs to be followed as there is a liability issue for the Commission. H. Jaime also thanked the DPW and Sargent Moria for their help.

b. **Commission Open Discussion**

J. Penwtherer stated that the invitation for the MAC Convention went out. H. Jaime will send out a spreadsheet that members can fill out with the classes that would like to attend with a deadline so member can get their registration link before the meeting so the cost is not out of pocket. There is also an annual Meet and Greet that is being hosting by the Economic Development Committee on Thursday September 17th from 6 to 8 pm at Il Forno. There is also a Municipal Law Workshop being hosted by Town Attorney Adam Costa on Wednesday, September 23rd at 7 pm at the Adult Acitivity Center. An RSVP is required by tomorrow to the Town Managers Office.

c. **By-Law Discussion**

H. Jaime reported that the previously discussed Wetland Protection Bylaw fee-schedule changes will be pursued for the Spring Town Meeting. The prior Commission vote and approved minutes will be included with materials to be presented to legal counsel.

9. **OLD BUSINESS**

a. **Conservation Budget:** H. Jaime reported that funds were received from the Hollis Road property and would be deposited and possibly be used for when we are at events or presentations. Also possibly a book for children to purchase and have that can be given out. The monies received where from the proceeds from the sale of the woodstove in the house. A thank you to M. Larouche and Mary Wilson for

their help in making this happen. H. Jaime said that the we are still in a holding pattern in budget. M. Larouch spoke with Chris Ruth about smoke detectors and that should be accomplished this week. A flooring proposal as be obtained from Amico flooring and it was received with prevailing wages and a W9. It meets all the criteria that we were looking for with a quote of \$9,411.50, under the \$10,000 limit. The other two quotes did not offer prevailing wage, although they were offered the opportunity. Due to the fact that two Commission member were not present, this was discussion was continued until October 7, 2026.

10. COMMUNICATIONS / PUBLIC COMMENT

a. Open Space Committee

Burlap stated that the committee had met and continued discussions about open space acquisitions as well as the criteria being used

b. Stormwater

Committee finalized verbiage for the upcoming article which is a non-binding recommendation from the town as to whether they would rather the operating budget is in the operating budget or the storm water utility. One of the objective of the Stormwater Committee is to get a Storm Water Utility established.

11. UPCOMING MEETING SCHEDULE:

Wednesday, 10/7/26 at 7:00 PM by Zoom

12. ADJOURN at 10:08 pm

Motion By: M. Larouche

Second: T. Doucette

Roll Call Vote: A. Burnap – AYE, M. Larouche – AYE, J.Pewtherer – AYE T. Doucette - AYE

Respectfully submitted,

Andrea Schnepf –