

**Town of Westwood**  
Commonwealth of Massachusetts

John Rogers, Chairman  
Stephen David  
Vesna Maneva  
Debra Odeh  
Todd Sullivan  
Todd Weston



Karon Skinner Catrone, Conservation Agent  
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**CONSERVATION COMMISSION**

**Minutes: Conservation Commission Meeting Date:  
Wednesday, June 8, 2022  
Remote Meeting**

**7:00 p.m. - Call to Order**

The Westwood Conservation Commission meeting of Wednesday June 8, 2022, at 7:00 PM. is being held through Zoom due to the COVID-19 state of emergency and in compliance with the Governor's March 12, 2020 Order suspending certain provisions of the Open Meeting Law MGL C. 30A, §18 and the Governor's March 23 Emergency Order imposing limitations on the number of people that may gather in one place.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87294802127?pwd=MGw5N25SeldKNjdNNEtRam5qSU9hZz09>

Passcode: 862895

Or Telephone:

833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free)

Webinar ID: 872 9480 2127

The following members are present: John Rogers, chairperson, Todd Sullivan, Vesna Maneva, and Debra Odeh. Members Stephen David and Grace Weller are absent. Conservation Agent, Karon Skinner Catrone is not present.

Mr. Rogers announces this meeting is being recorded.

**Approval of Minutes:** Consideration of Minutes for Meeting of January 12, 2022, January 26, 2022, February 16, 2022, March 9, 2022, March 23, 2022 and May 5, 2022.

**Action Items:**

1. 7 Little Boot Lane – DEP #338-0635 – Request for Certificate of Compliance – Champion – Present is Diane Simonelli of Field Resources, 281 Chestnut Street, Needham, MA 02492. Ms. Simonelli states this was previously on the agenda. The Commission requested the existing structures to be shown in black. The infiltration system was constructed in the field by the contractors. A letter was sent to the Commission explaining how that was constructed.

Mr. Sullivan asks for the letter.

Ms. Simonelli states the letter was given to Ms. Catrone.

**Motion made by Mr. Sullivan, seconded by Mr. Rogers to issue a Certificate of Compliance contingent on the letter sent to the Conservation Commission office if it has not already been received.**

2. 748 Gay Street – DEP #338-0732- Request for Minor Modification – Tunnel to Towers – Present is John Glossa of Glossa Engineering of 46 East Street, East Walpole, MA. Mr. Glossa states we are requesting a minor modification for a landing and walkway outside the 100' buffer zone and a trail around the house for the owner of the home who requires a wheelchair. All work is 49.2 feet from the wetland line.

Ms. Maneva states there is an 8% slope in some areas which would require a railing.

Mr. Glossa states there may be some "tweaks" required after the trail is constructed. We will return to the Commission if anything changes. He states the surface is to be determined. It must be suitable for wheelchair access.

**Motion made by Mr. Sullivan, seconded by Ms. Odeh to approve the minor modification with the condition if there are any changes to the plan the applicant must submit a revised plan. Unanimous.**

3. 20 Wildwood Drive – DEP #338 – 0730 – Request for Minor Modification – Chen - Present is Litao Chen requesting a minor modification to the approved plan for the following changes:

1. The previously planned retaining wall is to be replaced with a gentle slope;
2. The fence will be moved back to the top of the slope;
3. The existing retaining wall is to be extended to the left side;

Carby Street Municipal Building • 50 Carby Street • Westwood, MA 02090

4. Minor change to cut and fill volume.  
All changes are outside the buffer zone.

**Motion made by Mr. Rogers, seconded by Ms. Maneva to accept the requested changes as minor modifications to the approved plan. Unanimous.**

**Public Hearings:**

**Right of Way – Request for Determination – TEC Assoc.**

Vegetation control

The Commission opened the discussion and reviewed copies of the Request for Determination for Right-of-Way vegetation control, including the following:

1. WPA Form 1 – Request for Determination of Applicability by TEC Associates, including four (4) pages;
3. Plan – Sketch plan, including two (2) sheets;

Present is Tom Lewis of TEC Associates of 46 Sawyer Street, South Portland, ME 04106.

Mr. Lewis states the vegetation management plan is created every 5 years. A yearly plan is submitted each year. This document lists all products that will be used and a sensitive area list. Vegetation that cannot be cut is treated.

Mr. Lewis states this removal is for Amtrak and the Coastal railroad.

**Motion made by Mr. Sullivan, seconded by Mr. Rogers, to approve as a negative determination #3. Unanimous.**

**375-395 University Ave – Notice of Intent DEP #338- 0736 – McQuade**

Mitigation planting

The Commission opened the discussion and reviewed copies of the Notice of Intent for 375-395 University Ave., including the following:

1. WPA Form 3 – Notice of Intent submitted by John Glossa of Glossa Engineering of 46 East Street, East Walpole, MA, including thirty-three (33) pages;
3. Plan titled “#375-395 University Ave. Notice of Intent Plan of Land in Westwood, MA, including one (1) sheet;

Mr. Rogers states the cutting was identified in 2018 and a Notice of Intent was submitted in 2019. The Commission continued this hearing to allow the applicant to present to the Planning Board. There was a request to withdraw the Notice earlier this year which was denied.

Mr. Glossa of Glossa Engineering is present and states the plan shows proposed mitigation and removal of Bittersweet and trash on the site. Snouts will be installed in three catch basins in the parking lot. Compost sock is shown on the plan and will be installed prior to start of work. All work will be done by hand. **Motion made by Mr. Rogers, seconded by Mr. Sullivan, to issue an Order of Conditions with the condition that the plantings have a 75% survival rate after two years. Unanimous.**

**Discussion Items:**

1. Potential Tree policy/ordinance/bylaw  
<https://www.mass.gov/doc/tree-by-law-and-ordinance-guide/download>  
Mr. Rogers states he had hoped to finish revising the tree policy. He asks Ms. Catrone to ask town counsel which language would be preferred; policy or guideline. He suggests the members take a look at the Newton Conservation Commission website.
2. Assure Select Board’s awareness of above items, clarify oversight of the Town’s existing conservation lands and discuss potential Conservation Land Management Plan  
<https://www.townhall.westwood.ma.us/home/showpublisheddocument/7288/637012120637130000>
3. Commissioners’ observations around town and next scheduled site visits
4. Update on significant projects and other topics not reasonably anticipated
5. Actively make buyers, property owners and realtors aware of WPA, wetland ordinance and stormwater ordinance

**Motion made by Mr. David, seconded by Ms. Odeh, to adjourn the meeting. Unanimous.**

**Upcoming Meeting:** 7/13/22 REMOTE PARTICIPATION

**Note:** Agenda items and order subject to change