

**Town of Westwood**  
Commonwealth of Massachusetts



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Grace Weller, Chair  
Michael Walsh, Vice Chair  
Debra Odeh  
Elias Fares  
Todd Sullivan  
Vesna Maneva  
Stephen Harte  
R.J. Sheer - Associate

**CONSERVATION COMMISSION**

**Minutes: Conservation Commission Meeting Date: February 14, 2024 at 7:00 p.m.**  
**Location: Champagne Meeting Room, 50 Carby Street, Westwood, MA**

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

The Conservation Commission meeting of February 14, 2024 was called to order at 7:00 p.m. in the Champagne Meeting Room, 50 Carby Street, with the following members present: Grace Weller, Stephen Harte, Debra Odeh, Elias Fares, Todd Sullivan, Vesna Maneva and Michael Walsh. Associate member R.J. Sheer is absent. Also present is Karon Skinner Catrone, Conservation Agent.

Ms. Weller, chairperson, announces this meeting is being recorded.

**Minutes and the action item will be discussed after the public hearing.**

**74 Fox Hill Street – Stormwater Notice of Intent – SMP #107 – Consalvo**

New construction

The Commission opened the public hearing and reviewed copies of the Stormwater Land Disturbance Application for 74 Fox Hill Street, including the following:

1. Land Disturbance Application and associated documents submitted on November 11, 2023 by Alan Rosco of TF Morgan, Inc., 48 Constitution Drive, Bedford, NY 03110;
2. Plans – “PROPOSED CERTIFIED PLOT PLAN”, 1 sheet, dated November 9, 2023, “DETAILS”, 1 sheet, dated November 9, 2023 and “LANDSCAPE PLAN”, sheets 1 and 2, dated November 9, 2023, last revised February 14, 2024, Submitted by TF Morgan, Inc.;

Present is Alan Rosco of TF Morgan, Inc, representing Christopher Consalvo, owner of 74 Fox Hill Street, requesting a Land Disturbance permit for new construction at 74 Fox Hill Street.

Mr. Rosco states I was present at the 1/12/24 meeting. I have provided the Commission with a revised landscape plan and aerial overview of the neighborhood. I received comments on the variety of the plants and I have made those changes. I also switched out the ground cover in the rain garden.

Ms. Catrone shares the landscape plan.

Ms. Weller asks Mr. Rosco to explain the landscape plan.

Mr. Rosco states we are showing the equivalent of 84 trees, 59 trees and multiples of 4 shrubs to equal the remaining trees (102 shrubs).

Ms. Maneva states this is a very nice variety of plantings.

Mr. Sullivan states the plan looks good but he will not be voting on the project.

Ms. Weller asks if there is public comment. There is no public comment.

**Motion made by Mr. Walsh, seconded by Ms. Maneva to close the hearing.**

The Commission discusses attendance at the previous meetings regarding this project.

Nora Loughnane is present and states if you have any doubt you should abstain.

Ms. Odeh states that she watched the video of the meeting.

Ms. Maneva states she seconded the vote but she does not feel comfortable and would like another vote.

**Motion made by Mr. Walsh, seconded by Ms. Odeh, to close the stormwater hearing for 74 Fox Hill Street.**

**Mr. Walsh, Mr. Harte, Ms. Odeh, Ms. Weller and Mr. Fares vote in favor. Mr. Sullivan and Ms. Maneva abstain. Vote passes with 5 members in favor and 2 members abstaining.**

**Motion made by Mr. Walsh, seconded by Ms. Odeh, to issue a standard Land Disturbance Permit for 74 Fox Hill Street with the following special conditions;**

- 1. All paved surfaces associated with this project must be kept clean at all times. All silt and debris must be swept up at the end of each work day.**
- 2. A 12” compost sock and orange construction fence are to be installed and inspected prior to start of work.**
- 3. Organic fertilizer must be used on the lawn in perpetuity.**
- 4. An agent of the Town must observe the excavation for the infiltration systems, prior to installation to confirm soil texture and depth to seasonal high ground water.**
- 5. The infiltration system must be inspected by the Conservation Commission Office prior to backfill.**
- 6. As a continuing condition of this permit, the applicant must have the infiltration systems inspected by a qualified person once a year. This person must submit an annual report to the Conservation Commission office regarding the inspection and any required maintenance of the infiltration systems. This report must be submitted prior to May 30 of every year.**
- 7. All new plantings must be native to Massachusetts and have a 100% survival rate after 2 years.**

**Mr. Walsh, Mr. Harte, Ms. Odeh, Ms. Weller and Mr. Fares vote in favor. Mr. Sullivan and Ms. Maneva abstain. Vote passes with 5 members in favor and 2 members abstaining.**

The Commission will be voting on old minutes that were not approved or approved improperly.

Approval of minutes –March 23, 2022, May 11, 2022, April 27, 2022, June 7, 2022, June 8, 2022, September 14, 2022, September 20, 2022, November 9, 2022, December 14, 2022, February 8, 2023, February 22, 2023, March 22, 2023, June 14, 2023, June 28, 2023, September 13, 2023, September 27, 2023, October, 11, 2023, November 8, 2023 and December 13, 2023.

**Motion made by Mr. Sullivan, seconded by Ms. Odeh, to approve the minutes of 3/23/22. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Mr. Sullivan, seconded by Ms. Maneva, to approve the minutes of 5/11/22. 4 members in favor. Mr. Walsh, Mr. Fares, Ms. Odeh and Mr. Harte abstain.**

**Motion made by Ms. Maneva, seconded by Ms. Odeh, to approve the minutes of 6/7/22. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 6/8/22. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Maneva, seconded by Ms. Odeh, to approve the minutes of 9/14/22. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Maneva, seconded by Ms. Odeh, to approve the minutes of 9/20/22. 2 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte, Mr. Sullivan, and Ms. Weller abstain.**

**Motion made by Ms. Odeh, seconded by Ms. Maneva, to approve the minutes of 11/9/22. 2 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte, Mr. Sullivan, and Ms. Weller abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 12/14/22. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Maneva, seconded by Mr. Sullivan, to approve the minutes of 2/8/23. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Mr. Sullivan, seconded by Ms. Odeh, to approve the minutes of 2/22/23. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 3/22/23. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 6/14/23. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Maneva, seconded by Ms. Odeh, to approve the minutes of 6/28/23. 4 members in favor. Mr. Fares, Mr. Walsh, and Mr. Harte abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 9/13/23. 4 members in favor. Mr. Walsh, Mr. Fares and Mr. Harte abstain.**

**Motion made by Ms. Odeh, seconded by Mr. Sullivan, to approve the minutes of 9/27/23. Mr. Fares, Mr. Harte and Mr. Walsh abstain.**

**Action items:**

1. Discussion on frequency of meetings – Ms. Weller states we are currently scheduled to meet the second and forth Wednesday of every month with the exception of August, which we have no meetings and November and December, which we have a meeting once a month. She states it is her opinion that this schedule works well for the Commission due to the length of the meetings. Given the length of our meetings she feels changing this schedule to meeting once every three weeks the Commission would be rushed and unable to give due process to each item. Mr. Walsh states he asked that this be put on the agenda because we are meeting as often or more often than the select board. Our work is no more than theirs. If we met once a month and a deadline arose outside of this time period we could meet via zoom. If the Commission does their homework we would be more efficient and meetings would not take as long.

Mr. Fares states we have to think about the applicant. If the hearing is continued the applicant would have to wait a month for the next hearing.

Mr. Sullivan asks Ms. Loughnane if all our meetings have to be live or can they be hybrid.

Ms. Loughnane is present and states the Commission can have all zoom meetings if they prefer.

Ms. Weller asks if we can do some meetings live and some zoom.

Ms. Loughnane states you can hold meetings however they are advertised.

Mr. Sullivan states he would prefer to meet once a month. We need more “boots on the ground”.

Ms. Odeh states its extremely helpful to hear the presentation prior to going to the site. She does not feel meeting less often would be helpful. She would like to receive the materials for the meeting earlier.

Ms. Maneva agrees the presentation is useful. By weekly meetings have seemed to work well in the past.

Mr. Harte states he is looking at an agenda that has 8 action items and 7 public hearings. He expresses concerns with the meetings being very late if we met less often. He agrees with Mr. Fares that we need to consider the applicant having to wait a month. He states he is in favor of meeting twice a month. He asks if site visits need to be advertised.

Ms. Loughnane states site visits do not have to be advertised but the Commission cannot discuss the application during the site visit. You can hear from the applicant and ask questions but you cannot express your opinion. You could have a policy requiring site visits prior to the meeting. She explains the time line of the submittal process. A hearing must be held within 21 days of the submittal.

Mr. Fares states he is in favor of the by weekly meetings. If we work on doing our homework we could change to meeting once a month.

Ms. Loughnane states if you cannot meet within 21 days of the submittal you must have a special meeting.

Mr. Walsh states we could have the applicant sign a waiver.

Ms. Weller states she is hearing that the majority or the Commission is in favor of meeting twice a month.

Ms. Maneva asks why the Commission went back to live meetings.

Ms. Loughnane states the former the chairperson felt strongly about returning to live meetings.

Mr. Sullivan states he would prefer returning to zoom meetings.

Ms. Loughnane states the zoom meetings create a better record of the meetings.

Mr. Harte and Ms. Weller state they prefer the in person meetings.

Ms. Maneva states she would prefer zoom meetings.

Ms. Weller states she is hearing that the Commission agrees 2 meetings a month work best at this time. She asks that the agendas be posted one week prior to the meeting.

**Motion made by Mr. Walsh, seconded by Mr. Sullivan that this action item be tabled to the next meeting to give the members time to think about it. Unanimous.**

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

**Upcoming Meeting:** 2/28/24 – in person meeting

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