



**TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING
Meeting Minutes**

Conservation Commission
Sept. 15, 2021
7:30 PM
Grange Hall, Boxborough Town Hall, 29 Middle Road

Approved: Oct. 6, 2021

Members Present: Dennis Reip (Chair), Dave Follett, Norm Hanover, David Koonce, Liz Markiewicz, Steve Schmitt, and Hoff Stuart

At 7:31 PM, Dennis called the meeting to order.

Motion was made by Dennis, seconded by Steve and voted unanimously to approve the minutes of September 1, 2021 as edited.

David Koonce reviewed the draft Order of Conditions 113-0567 for 615 Depot Road.

Motion was made by Dennis, seconded by Hoff and voted unanimously to issue the Order as corrected. David will send the final version to Mary first thing in the morning.

Correspondence

By email, Nick Facendola, Level Design Group, updated the Commission on the Enforcement Order at 650 - 674 Massachusetts Avenue. Dennis will remind Mr. Facendola that the Notice of Intent needs to be filed by September 29, 2021.

By email, the Town Clerk notified all boards and committees about the KP Law Open Meeting Law presentation via zoom on September 22nd or Oct. 27th. Further details from KP Law will be forwarded when received.

By email, the Planning Board requested a Master Plan Progress Report by October 1, 2021. Dennis provided copies of the progress reports submitted last year. Dennis led the Commission through the relevant sections of the Master Plan. Only minor updates to last year's report were needed.

Chair Report

Dennis asked Norm about the flooding of Liberty Square Road. Norm reported that a culvert underneath the roadway was blocked. The Department of Public Works (DPW) attempted to clear the blockage, but it's not clear how successful their efforts were. Norm said he thinks the DPW will repair, not replace, the culvert.

Liz reported that Anastasia Bruner, Cadette Girl Scout in Boxborough Troop 72001, is making progress on her new trail guides for Conservation parcels. One issue to decide is the placement of the guides on the Town website. Concensus is for a separate link on each of the parcel pages.

A new mask mandate for public spaces, including meetings of Boards and Commissions in Town Hall, is expected next week.

At 9:06 PM, motion was made by Steve, seconded by Hoff and voted unanimously to adjourn.

Documents used during this meeting:

Agenda

Draft Minutes Sept. 1, 2021

Correspondence

Draft Order of Conditions 113-567 615 Depot Rd