



William F. Martin  
Mayor

City known as the Town of  
**GREENFIELD, MASSACHUSETTS**  
**CONSERVATION COMMISSION**

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John Griffin, Chair  
Rachel Lindsay, Vice Chair  
Erika LaForme  
Douglas Cloutier

Agent: Sarah Fortune

**GREENFIELD CONSERVATION COMMISSION**  
**Meeting Minutes of Tuesday, October 23<sup>rd</sup>, 2018**  
**Greenfield Department of Planning and Development**  
**114 Main Street, Greenfield MA 01301**

The meeting was called to order by Chair John Griffin at 6:00 PM with the following members:

**MEMBERS PRESENT:** John Griffin, Chair  
Rachel Lindsay, Vice Chair  
Erika LaForme  
Doug Cloutier

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Mike Rose, Rose Engineering, P.O. Box 315, Shelburne, MA 01370  
Ian Hodgdon, Greenfield DPW, 14 Court Square, Greenfield, MA 01301  
Marsha Staples-Love, 127 Thayer Road Ext., Greenfield, MA 01301  
Bill Lattrell, Lattrell Ecological Consulting, LLC, 188 Taylor Brook Road, Colrain, MA 01304  
Mark Ledwell, Green River Homes, LLC, 48 Bates Street, Northampton, MA 01060

**6:03 PM Administrative Matters: Approval of Minutes from 8/14/2018, 8/28/2018, 9/11/2018 & 10/9/2018**

**Motion made by Erika LaForme to table the approval of minutes to November 13, 2018**

**Motion seconded by Doug Cloutier**

**No further discussion – 4-0-0 – Motion Carries**

**6:05 PM Administrative Matters: Member Reports – Greenfield Savings Bank ATM**

Erika LaForme conducted a site visit to the Greenfield Savings Bank ATM to inspect the work that occurred to construct a bioretention area adjacent to Wheeler brook to manage stormwater and reduce stormwater impacts to the stream, and reported that there appeared to be a missing portion of curbing at the edge of the bioretention area that was allowing stormwater to flow onto the neighboring property. Erika requested that the Agent contact the project representative to inquire as to the status the missing curbing to determine if it was forgotten during the construction process or if it was never planned to be replaced. The Agent will report back to the GCC with her findings.

**6:10 PM Administrative Matters: Approval of Documents – Enforcement Order, 8 Conway Drive**

The Agent prepared an Enforcement Order to issue to David and Dennis Kalinowski for violations of the Wetlands Protection Act and Greenfield Wetlands Protection Ordinance (Chapter 195) at 8 Conway Drive. Although the property owner had agreed to remove the kayak launch constructed on the bank of the Green River on July 24, 2018, the Agent discovered the kayak launch had not been removed when driving by the property on October 18, 2018. The GCC proceeded to review the Enforcement Order and associated letter and site photos to ensure that the form would be enforceable, and found that no revisions or additions to the Order were necessary. The GCC had voted to issue the Enforcement Order on June 26, 2018 so no vote was necessary to issue the document at this time.



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**6:18 PM Notice of Intent: Adams Road (ROW) – guardrail replacement**

The Commission reviewed a Notice of Intent (NOI) permit application submitted by Ian Hodgdon c/o the Town of Greenfield Department of Public Works for the Right-of-Way (ROW) located between 128 and 144 Adams Road for the proposed installation of a concrete block retaining wall and reconstruction of existing guardrails. All disturbance associated with the proposed project will occur within the 25-foot No Disturb Zone to Bordering Vegetated Wetlands (BVW).

John Griffin opened the hearing, and Ian Hodgdon of the Greenfield Department of Public Works (DPW) was in attendance to present the project to the GCC, explaining that the west side of Adams Road is failing and pavement is collapsing which is compromising the structural integrity of the guardrails. Ian described the existing conditions of the project site, stating that there is an 18-inch reinforced concrete pipe (RCP) culvert under Adams Road through which an intermittent stream flows from east to west that hydrologically connects two Bordering Vegetated Wetland (BVW) complexes on both sides of the road. He additionally stated that there are no stormwater systems in the road, and that all stormwater is conveyed via country drainage. He also informed the GCC that no work is proposed on the eastern side of the road, and that no work will occur within the BVW itself. Finally, Ian stated that erosion sediment controls in the form of silt fence and straw bales will be installed at the limit of work to protect the BVW on the western side of Adams Road.

Ian Hodgdon explained that the project proposes to construct a 93-foot long retaining wall from pre-fabricated concrete blocks immediately west of the existing stone wall while leaving the existing wall in place. The new retaining wall will be installed above a 12-inch base of 1.5-inch stone, and the void between the two retaining walls will then be filled with gravel. Gravel and loam will be added to a height of 2-feet above the top of the new retaining wall to meet the road fill height. The new guardrails will then be installed in the void between the two retaining walls, which will be followed by a final loam and seeding to stabilize the area. Finally, Ian reported that the project is anticipated to commence in the spring of 2019.

Erika LaForme asked if the new retaining wall will prevent sediment from eroding into the wetland; Ian replied that the new wall is anticipated to do exactly that, as the current failed state of the western side of the road is allowing sediment and other road-related materials to enter the wetland. Rachel Lindsay inquired as to the status of the 18-inch RCP culvert, and Ian replied that no work is proposed to the culvert as a result of this project. The Agent expressed concern about potential impacts to the culvert during construction, and informed Ian that if the culvert becomes damaged during construction then it would have to be replaced while conforming to the 2014 Stream Crossing Standards.

The GCC proceeded to discuss the fact that the site plans had not been signed and stamped by a Registered Professional Engineer (RPE), and expressed concern about the legitimacy of the plans. Rachel requested that the site plans be reviewed and certified by a RPE to verify that the proposed construction plan is sufficient and that the new guardrails will both improve the protection of the wetlands while also being safe for vehicular traffic. Rachel also requested that a construction cross-section of the retaining wall be provided for review.

John Griffin opened the hearing to public comment, and no member of the public chose to comment on the project.

Ian Hodgdon proceeded to request a continuance of the public hearing for the Notice of Intent submitted for the reconstruction of the Adams Road guardrails to November 13, 2018 so that the site plans can be reviewed and certified by a RPE.

**Motion made by Rachel Lindsay to continue the public hearing for DEP # 168-0328 for the Adams Road guardrail and retaining wall reconstruction to November 13, 2018**

**Motion seconded by Erika LaForme**



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**No further discussion – 4-0-0 – Motion Carries**

**6:45 PM Request for Determination: 32 Chestnut Hill (Assessor's Map 53-1) – septic system upgrade**

The Commission reviewed a Request for Determination of Applicability (RDA) submitted by Rose Engineering c/o Marilyn Petrin for the property located at 32 Chestnut Hill in Greenfield (Assessor's Map 53-1) to determine whether the work to install an enclosed grinder pump and 2-inch forcemain to connect to the existing sewer manhole is subject to the MA Wetlands Protection Act and the Town of Greenfield Wetlands Protection Ordinance. All disturbance associated with the proposed project is located outside of the 25-foot No Disturb Zone to Bordering Vegetated Wetlands.

John Griffin reopened the hearing, and Mike Rose of Rose Engineering was present to describe the project site, stating that the existing house is located on top of a 15 to 20-foot slope that goes down to Graves Brook, a perennial stream, which is currently being impacted by a failed septic system in which the septic tank discharges directly to the stream. The project proposes to bring the septic system into compliance with Title V regulations by installing a grinder pump package with a 2-inch forcemain pipe to connect the septic system to the existing sewer manhole on Chestnut Hill. The existing septic system will then be pumped, crushed and abandoned on-site in accordance with all Title V regulations.

John Griffin opened the meeting to public comment, and no one from the public chose to comment on the project.

**Motion made by Erika LaForme to close the public meeting for the Request for Determination of Applicability for the proposed septic system upgrade at 32 Chestnut Hill**

**Motion seconded by Doug Cloutier**

**No further discussion –4-0-0 – Motion Carries**

**Motion made by Rachel Lindsay to issue a Negative Determination, Box 5 stating that the area described in the Request is subject to protection under the Act. Since the work described therein meets the requirements for the following exemption, as specified in the Act and the regulations, no Notice of Intent is required: Under 310 CMR 10.58(6-c), the repair or upgrade of a pre-existing septic system in compliance with 310 CMR 15.00 (Title V) is “grandfathered or exempt” from requirements of the Riverfront Area.**

**Motion seconded by Erika LaForme**

**No further discussion – 4-0-0 – Motion Carries**

**Motion made by Erika LaForme to issue a Negative Determination, Box 6 stating that the area and/or work described within the Request is not subject to review and approval by the Greenfield Conservation Commission pursuant to the Wetlands Protection Ordinance, Chapter 195**

**Motion seconded by Rachel Lindsay**

**No further discussion – 4-0-0 – Motion Carries**

**6:55 PM Request for Determination: 127 Thayer Road Ext. (Assessor's Map 42-6A) –vegetation management**

The Commission reviewed a Request for Determination of Applicability (RDA) submitted by Marsha Staples-Love for the property located at 127 Thayer Road Ext. in Greenfield (Assessor's Map 42-6A) to determine whether the work to remove vegetation from an intermittent stream channel to prevent flooding and to allow for maintenance of a private fence is subject to the MA Wetlands Protection Act and the Town of Greenfield Wetlands Protection Ordinance. All disturbance associated with the proposed project is located within the 25-foot No Disturb Zone to Bordering Vegetated Wetlands.



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John Griffin opened the public meeting, and property owner Marsha Staples-Love was present to describe the proposed project, stating that there is a small brook encompassed by wetland vegetation that flows through the back portion of her property which has been slowing filling with sediment that is causing flooding in the backyard and is compromising the integrity of her fence, so she would like to clean out the brook and trim back some of the vegetation to allow water to flow freely. Marsha also stated that she had contacted Snow's Landscaping to cut back some of the vegetation around the fence, and they suggested that she contact the GCC to inquire about any filing requirements for the work. The Agent conducted a site visit to the property in September 2018 and observed the fringe BVW associated with the brook and that the lot was extremely saturated, so she helped Marsha develop the Request for Determination of Applicability so that the work could be reviewed by the GCC.

The Agent explained to the property owner that any activity that would fill, dredge or alter a wetland resource area requires the filing of a Notice of Intent and the hiring of a wetland scientist and/or engineer to delineate the wetlands and design a project to keep the stream free-flowing; Marsha replied that she doesn't have the funds available to hire a specialist to design a project, so she would be amenable to finding another solution to fix the flooding issues and risks to her fence. Rachel Lindsay suggested that the fringe BVW could be trimmed without removing roots to allow for more sunlight to penetrate the ground without compromising the stability of the brook, which could alleviate some if not all of the flooding issues. Marsha suggested trimming a foot-long portion of the vegetation directly behind the fence to allow for sunlight to penetrate the ground while enabling her to maintain the fence; Rachel stated that trimming vegetation does not constitute 'filling, dredging, or altering' a wetland resource area, so the activity is permissible through the Request for Determination of Applicability.

John Griffin opened the meeting to public comment, and no one from the public chose to comment on the project.

**Motion made by Rachel Lindsay to close the public meeting for the Request for Determination of Applicability for the proposed vegetation management at 127 Thayer Road Ext.**

**Motion seconded by Doug Cloutier**

**No further discussion –4-0-0 – Motion Carries**

**Motion made by Rachel Lindsay to issue a Negative Determination, Box 2 stating that the work described within the Request is within an area subject to protection under the Act, but will not remove, fill, dredge, or alter that area. Therefore, said work does not require the filing of a Notice of Intent.**

**Motion seconded by Erika LaForme**

**No further discussion – 4-0-0 – Motion Carries**

**Motion made by Erika LaForme to issue a Negative Determination, Box 6 stating that the area and/or work described within the Request is not subject to review and approval by the Greenfield Conservation Commission pursuant to the Wetlands Protection Ordinance, Chapter 195**

**Motion seconded by Doug Cloutier**

**No further discussion – 4-0-0 – Motion Carries**

**6:51 PM Other Projects, Monitoring, Enforcements & Violations**

**1. Discuss DEP # 168-0321 – Green River Commons wetland mitigation area at Highland Park:**

Mark Ledwell, applicant for the Green River Commons project was present to discuss violations of the Wetlands Protection Act as a result of preparation activities to construct a 4,000 square foot wetland mitigation area along the western edge of the parking area off Bears Den Road. William Lattrell of Lattrell Ecologic Consulting, LLC was also



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present to discuss the restoration plan for Highland Park per the requirements outlined in the Enforcement Order issued by the GCC on August 28, 2018 and amended on September 11, 2018. Mr. Lattrell reported that he developed the restoration plan with individual treatment areas for the parking area, and that the restoration plan was ready for a full submission to the GCC.

Mr. Lattrell explained the restoration plan, describing that the mitigation area was divided into segments based on the amount of alteration that occurred to the slope of the parking area, the amount of natural vegetation still present in a segment, and the amount of light penetration in that segment. Treatment 1 is to be used disturbed slopes primarily denuded of vegetation with exposed soils and partial sun exposure, so restoration in this area will include raking, grading, loaming and seeding with an erosion sediment control seed mix and a semi shade grass and forbs seed mix at double the recommended rate. The area would then be covered with a jute netting, which would allow for the seed to grow through, and the netting would be secured over the mitigation area with earth staples. Shrubs would then be planted through the netting. Treatment 1(2) exhibited similar characteristics to Treatment 1, so the restoration plan is the same for that area. Treatment 2 is to be used in areas exhibiting significant areas of herbaceous growth, and the occasional shrub or sapling, so restoration in this area will include raking, grading, loaming and seeding with an erosion sediment control seed mix and a semi shade grass and forbs seed mix at double the recommended rate. Loose straw will be spread over this area for stabilization, and the shrubs would be planted through the straw. Treatment 3 was to be used in areas that exhibited significant tree, sapling and shrub cover but with disturbed soils, so restoration in this area would consists of raking and grading where soil disturbance has occurred, followed by seeding with an erosion sediment control seed mix and a semi shade grass and forbs seed mix at double the recommended rate. This area would also be covered with loose straw for stabilization, and shrubs would then be planted. Treatment 4 was to be used on areas with disturbed wetland and bank where the soil is bare, but given the complete shade cover it will be difficult to achieve full plant cover. Restoration in this area will include raking, grading, loaming and seeding with an wetmix for wetland sites at double the recommended rate, which would then be covered with loose straw, followed by planting the shrubs.

Mr. Lattrell informed the GCC that the planting is intended to occur in November if the weather conditions are appropriate, and that planting during this time of year is most successful after three (3) hard frosts, but that the worst-case scenario would require that site be stabilized for winter and the planting postponed until spring. Mr. Lattrell requested that the GCC approve the restoration plan for the wetland mitigation area at Highland Park.

**Motion made by Rachel Lindsay to approve the restoration plan for DEP # 168-0321 for the Green River Commons wetland mitigation area at Highland Park**

**Motion seconded by Erika LaForme**

**No further discussion –4-0-0 – Motion Carries**

**2. Discuss Enforcement Order – 270 Turners Falls Road:**

The Agent updated the GCC on the Enforcement Order issued for erosion and sedimentation of the Connecticut River and alteration of Priority Habitats of Endangered species to Matthew Smith and Lindsay Reed of 270 Turners Falls Road on August 7, 2018. The Agent communicated with the property owner via email who stated that she is only available to do a site visit on Saturday's due to her work and school schedules. The Agent is not available for site visits on Saturday's. The Agent will contact MassDEP to obtain advice on how to proceed.

**3. Violation updates, 449 Country Club Road – septic system installation:**



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The Agent provided an update on the septic system installation violations discovered at 449 Country Club Drive. The Agent conducted a site visit to the property on September 27, 2018 to confirm that the coarse woody material that was removed from the Buffer Zone to Bordering Vegetated Wetlands at the rear of the property and discovered that approximately 30-feet of Buffer Zone had been removed. The Agent received an informal restoration letter from Ward Smith of Wendell Wetland Services describing the resource areas on site, the amount of alteration that occurred, and the proposed restoration for those areas. The letter reported that about 30-feet of buffer zone to Bordering Vegetated Wetlands was removed to expand the lawn area, and that restoration will consist of planting 15 shrubs to provide for wildlife habitat and cover in addition to seeding the area with conservation/wildlife seed mix and installing no less than 5 large boulders at the edge of the buffer zone closest to the house to create a visual barrier to prevent future property owners from altering the buffer zone.

**Motion made by Rachel Lindsay to approve the buffer zone restoration plan 449 Country Club Road**

**Motion seconded by Erika LaForme**

**No further discussion –4-0-0 – Motion Carries**

**4. Discuss objectives for Agent's increase in hours:**

The Agent developed a list of activities and projects for her increase in administrative hours, and requested input from the GCC on how best to use the hours. Rachel Lindsay suggested that the Agent begin to work on filling the vacancy on the board by finding another Commissioner. The GCC will continue to develop ideas and projects for the Agent's increase in hours.

**Set Next Meeting Date:** Tuesday, November 13<sup>th</sup>, 2018 at 6:00 PM in the Greenfield Department of Planning and Development, located at 114 Main Street in Greenfield.

**Meeting Adjourned at 8:23 PM**

**Motion made by Rachel Lindsay to adjourn at 8:23 PM**

**Motion seconded by Erika LaForme**

**No further discussion – 4-0-0 – Motion Carries**

Respectfully Submitted,  
Sarah A. Fortune  
Conservation Agent

John Griffin,  
Chair