

**Town of Webster  
Conservation Commission  
Minutes of the Meeting – June 5, 2023**

A meeting of the Conservation Commission was held on June 5, 2023, in person, in the Town of Webster Selectmen's Meeting Room.

**Attending:** Chairman, Joey Wigglesworth, Vice Chairwoman, Michelle Sherillo;  
Members; Hayden Brown, Pamela Sheeran, Fred Bock, Dr. Robin Jewell

**Absent:** Member: Richard Parent

**Staff:** Dawn Portman, Conservation Agent  
Tracy Coporale, Recording Secretary

Meeting called to order: 5:34 pm

Action Items:

Open Meeting Law Complaint – Karen Bartholomew – Public Meeting Procedure - 24 Point Pleasant Road -

Ms. Portman speaks; Action Items 2a to 2d I would like to call Ms. Ann Morgan to speak regarding these items. Ms. Morgan explains, you received four violations three from Ms. Karen Bartholomew and one from Ms. Kristin Valari. After extensive research and speaking with the Attorney General's Office, the only thing the ConCom is required to do is acknowledge that you received them. They all have been stamped in. An extension was granted on two of the violations that Ms. Bartholomew submitted to allow for time to respond and they are due before June 12th. These are posted to the website and available for review. Just acknowledge that you received them and take a vote to direct staff or the chairman to respond to the Attorney General's Office. At that point the reply and the complaint are forwarded to the Attorney General's Office and the Attorney General's Office will decide how to proceed. This is not a local matter. Any additional information will be available on the Attorney General's website. This isn't something we maintain records on, obviously we do, but they keep a database and you can track violations there. Mr. Brown states that he is looking at the open meeting law complaint form, he is reading the instructions for the public body that receives a complaint...and he asks, if we are voting for the staff to respond, what are we authorizing the response to be? Ms. Morgan replies, to do the research based on the complaint, which has been done, to verify through meeting minutes and other available material including video, based on the letter of complaint and the request for relief we do have responses to those and 14 business days run out on June 12<sup>th</sup>. If you want to discuss them and go through them line by line another meeting will need to be scheduled before June 12<sup>th</sup>. Mr. Brown would like to know what the responses will be. The Commission is discussing having a meeting before the following Monday as they will need to get the responses back to the Attorney General's Office by then. Two of the four complaints are within the timeframe and the extension of the two brings them all together for responses. Ms. Sherillo asks, is there a reason they didn't get what the response was going to be in advance? That is not the protocol that town counsel has advised. Dr. Jewell asks if they can do it by zoom? That is an option. Ms. Morgan states a second option would be sending the responses to the Commission and each respond with comments individually. Mr. Brown feels a meeting would work better

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than sending individual responses. Mr. Bock states, they need to post an agenda 48 hours before. They are discussing to have a meeting on Thursday, June 8, 2023 at 6:30pm in person.

Open Meeting Law Complaint - 32 Point Pleasant Road –  
Open Meeting Law Complaint - 11 Bates Grove Road –  
Open Meeting Law Complaint - 300 Thompson Road –

Dr. Jewell Motions to move action items A-D open meeting law complaints to June 8, 2023 at 6:30pm. Mr. Brown Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

Dr. Jewell asks, what if they are in violation what are the consequences. Ms. Morgan explains, the Attorney General’s Office first looks for malicious intent. If they find malicious intent they will investigate. If they find no malicious intent and you are making efforts to resolve the core problems such as processing agendas, meeting minutes, etc, and what are you doing to fix the problems. They in turn are looking for self education and how you will repair the problem. They are looking for you to learn. They can find no merit and not move forward or they will investigate, by making phone calls, reviewing the material, talk with the complainant and then make a determination. On very rare occasions the town will be fined. She explains a little history of this open meeting law consequences. Ultimately they want you to self educate and repair. If they find that it is significant enough they will give directions on how to repair the mistakes based on their interpretation of the law.

Cease and Desist – 73 Birch Island Road – Anthony Detarando (Owner) – Filling-in Shoreline. Ms. Portman updates the Commission; at the request of the Commission Mr. Detarando contacted DEP on what their plan would be to alleviate dumping of sand in his beach area. He contacted Ms. McDonald, DEP Waterways, she didn’t find any other violations in the past, she felt he was sincerely sorry and she recommended that he rake back what he had filled in. Ms. McDonald reviewed aerial photos from years ago and up to the present and it seems this has always been filled in. He sent photos to Ms. Portman prior to the cease and desist. Mr. Detarando apologized again and is aware that he needs to contact the ConCom for any future work.

Dr. Jewell Motions to lift the Cease and Desist for 73 Birch Island Road. Mr. Bock Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

**Public Meetings – Request for Determination of Applicability (RDA)**

**9 Wakefield Ave** – Richard Gauger (Applicant/Owner) – Retaining Wall. (Continued from 5/23/23) Mr. Brown Motions to continue 9 Wakefield Ave to the June 26th meeting. Mr. Bock Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

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**9 Kate Lane** – Frank Scavone (Applicant/Owner) – Construction of a 3-car garage and driveway. (Continued from 5/23/23). Ms. Portman updates the Commission; she received the revised plan. Showing it. A cease and desist order has been sent to the current property owner to come into a meeting and discuss the current state of the land. Mr. Mike Scott from Land Design Collaborative is representing. Mr. Frank Scavone is present. Mr. Scott is discussing the actions taken on the items requested by the Commission. Mr. Wigglesworth suggests that once it is staked out and the erosion control is in place, contact Ms. Portman and she will inspect it before the work begins. They will contact. Dr. Jewell asked what is the gradient going towards the road? About 8%.

Mr. Brown Motions for a Negative Determination based upon the plans as they are found for 9 Kate Lane. Ms. Sherillo Second. Motion passed 5-1-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – Abstain, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE.

**13 Loveland Road** – Christopher Ouimet (Applicant/Owner) – Updating existing landscaping. Mr. Wigglesworth explains they need to look at his landscaping plan as it coincides with the open plan and it ties it together. Dr. Jewell reads the public notice. Ms. Portman updates the Commission; the Commission had given a negative determination for tier 1 & the deck, however, Mr. Ouimet found that the landscaping had to start at tier 3 and work upwards. Mr. Ouimet contacted her due to the work on his property had been stopped and he would like to move forward. He changed his landscaping plans. He will still need to file for a dock, but in order to move forward he didn't add the dock to this request. Mr. Ouimet explains that tier 3 is closest to the water. Showing the photos. They are putting in 2x3 granite pavers in the center. Using river rock on the edges. Going down 4-5 inches and using pea stone along the edging will be an area for water running off the pavers and absorbed through the rock. They will use the existing plantings. Mr. Wigglesworth asks for a shrub to be removed. It has been removed. Tier 2 is the same. Not going full scale of stone it will be a mix of plantings and river rock. Dr. Jewell asks, what is the footage between the lake and the wall? It's about 7ft on tier 3, then 13ft and 10ft of the stairway entrance going down to the lower tier. Ms. Sherillo asks, should the plants be closer to the water? The purpose of the plants is to slow the water down and cool off the water. Asking if Mr. Ouimet would add plantings closer to the water. Mr. Ouimet is willing to change the plantings around and knows he wants to control the water flow. Mr. Brown asks if there is a 3" lip at the top of the wall along with the plantings it won't be a trip hazard. No machinery. Hand digging. If machinery is used a spill kit is required and a straw wattle along the shoreline to stop anything from going into the water. Ms. Sherillo asks, do we know the size of the river rock? It is 1-inch. It should be stable with that size river rock. Showing the sketch of the plantings and river rock. They are removing the cement and keeping the shape by adding river rock with the 3" lip and a couple plantings. Ms. Sherillo asks, the walls are staying as is, correct? Yes. Mr. Ouimet is making some changes of the plantings on the sketch in front of the Commission, such as perennial plantings and where they will go. Sign, date and stamped into the record. Spill kit & straw wattles, 3" lip, plantings.

Dr. Jewell Motions for a Negative Determination on the landscaping plan for 13 Loveland Road. Mr. Brown Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

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**20 Pattison Road – Sarah Calnan (Applicant/Owner) -Tree Removal.**

Dr. Jewell reads the public notice. Ms. Portman updates the Commission; Ms. Calnan wants to remove four trees from the property. She feels that the tall pine trees are dangerous and is worried that the wind could bring them down. She will replant blueberry bushes and plant additional plantings. During a site visit, Ms. Portman noted that there are two trees in the wires and they look like they are dying. Showing photos of the large pine trees. Dr. Jewell asks, if she had the trees serviced, she hates the idea of having them cut. Ms. Calnan has had the trees serviced and now they are top heavy as branches were cut off. Mr. Wigglesworth explains that there are two new lot development and blueberry bushes are not enough to revegetate. The ConCom will require more to compensate. He recommends planting smaller trees similar to yellow birch, eastern red bud and they will look good. Ms. Calnan looked at the town's website, which suggests blueberries. Mr. Wigglesworth doesn't think blueberries will flourish in this area and she should look at tree options and give the ConCom some idea of what she will use. Dr. Jewell explains, you are taking shade off the water so bushes won't replace that. Mr. Brown asks about putting a couple trees on the other side of the house? Not really enough room, tree-wise there's only one area of choice. The front of the house is pretty populated. Mr. Brown suggests a couple trees and some shrubs near the stairs. She already has blueberry shrubs. They would like Ms. Calnan to add two 2-3 inch caliper native trees, and four native shrubs and she will let Ms. Portman know where they would be planted.

Mr. Brown Motions for a Negative Determination for tree removal and replantings for 20 Pattison Road. Dr. Jewell Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

**2 South Point Road – Ronald Brigham (Applicant/Owner) Construction of a new deck.**

Dr. Jewell reads the public notice. Mr. Ronald Brigham is present. Ms. Portman updates the Commission; due to an anonymous complaint she visited the property. She saw that there was some disturbance, but Mr. Brigham wasn't building anything. Mr. Brigham has been very cooperative. She issued an administrative approval in order to make the area safer as his appearance before the zoning/planning board wasn't happening for six weeks. Mr. Brigham filed an RDA to discuss issues that will make him back in compliance. Mr. Brigham explains, this all started when a large tree lifted his patio and water was entering the basement. Showing photos. He was given permission to remove the tree and rebuild the deck. He didn't have the money at that time so when he had the money he thought he was all set to do the work. The water problem has been resolved. He wanted to build a deck ground level using footings with stakes and not using concrete. Then use 2x8 and 2x6 on top of the patio and going out about 8ft on top of the wall and placing the 4x4s onto the existing wall. Dr. Jewell asks, how far is the deck from the water? 4ft. There's a 4ft drop and a walkway and another 4ft wall at the water. What about the water coming off the deck? It rolls off prior to getting to the wall. Ms. Sherillo asks, what is under the deck? Leaving as is? Yes. Even with heavy rains he doesn't get puddles anywhere. It's fake grass there now. Fake grass is not good for the environment. He wants to close it off with lattice. Ms. Sherillo asks, does the land slope right where the patio lands? Yes. How do you handle the water flow in that area? Mr. Brigham explains there is no water flow from the first wall that comes down that far. Mr. Wigglesworth recommends to not have Astroturf and put 2-3 inches of gravel instead and there needs to be a 3" lip to help catch anything that travels down. He will remove the Astroturf. No erosion controls are on the plan. Since everything will

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be raw and disturbed Mr. Wigglesworth suggests to put a straw wattle to catch anything during the building of the deck. Mr. Wigglesworth asks, are you replacing the stairs on the side. Mr. Brigham explains, that the stairs are uneven and would like have them redone. What will they be replaced with? Concrete stairs. What is below the shed? Ms. Sherillo asks, is equipment being used? Everything is being done by hand. Mr. Brown asks, what is the zoning variance he needs? He needs set backs. Mr. Wigglesworth recaps, he has the 3-6inch lip on the wall, 2-3 inch crushed gravel, a straw wattle around the work zone and before any work begins contact Ms. Portman. He needs to cut all boards away from the water. Mr. Brown asks, what type of material will the deck be built out of? Pressure treated and cedar on the top. Showing pictures of the fence, Mr. Brigham asks if he can put a fence between him and his neighbor? Not that close to the water. That's a planning zone. Ms. Sherillo suggests planting bushes between him and the neighbor or something instead of a fence, they are making suggestions. Ms. Sherillo Motions for a Negative Determination for 2 South Point Road. Dr. Jewell Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

Mr. Wigglesworth advises Mr. Brigham that he needs to license the docks through Chapter 91.

**290 Thompson Road** – Sanat Patel (Applicant/Owner) – Site work for future residential development. Dr. Jewell reads the public notice. Ms. Portman updates the Commission; she received a partial site plan. Mr. Glen Krevosky, EBT Environmental Consultants sent an email requesting a site visit to review the wetland lines. Mr. Krevosky is explaining why he requested a site inspection. This was a violation. Williams Logging pushed dirt around. It's clean dirt. He plans on developing this site in the future. There is no sedimentation going into the wetland. There is a small settling area in the lower part of the photo, high point. The back of the photo is a low point. Any runoff from this dirt did get trapped in there and there is no sediment in the wetland. It's old fill to the rear on the left of the photo and it blends into a natural woodland. It's been flagged. There's a small settling area. Will be filing an NOI. Dr. Jewell asks, do we need to visit the site to issue a negative determination? Ms. Sherillo comments how can we follow up on a complaint and agree that the wetland line is in the right place if nobody goes and looks at it. They are discussing the protocol for visiting a site for information only. He has been checking on the property during storm events. A site visit can be done next week. If there is interest from the Board members to visit the property they will discuss it with Ms. Portman and she will set a date. Mr. Krevosky is asking for a continuance. Dr. Jewell Motions to continue 290 Thompson Road to the June 26<sup>th</sup> meeting. Mr. Brown Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

**Public Hearings – Notice of Intent (NOI)**

**46 West Point Road** – DEP#323-1244 Jason Tubo (Applicant) – Repair of existing retaining wall (Continued from 5/9/23) Mr. Dan Berthiaume, Berthiaume Contracting is representing the applicant. No representation. Ms. Sheeran Motions to continue 46 West Point Road to the June 26<sup>th</sup> meeting. Ms. Sherillo Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

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**180 Killdeer Road – Bruce Beach (Owner) Amendment to an existing order of conditions.** Dr. Jewell reads the public notice. Mr. Stephen Balcewicz, BC Engineering & Surveying is representing the Applicant. Ms. Portman updates the Commission; a letter was submitted to amend the existing order of conditions. They are looking to add an addition on the roadside. He is 5ft in the buffer zone. She visited the site and feels there is no impact to the lake. It's 95ft from the lake. Ms. Sherillo asks, what was the original project? Mr. Balcewicz explains, the date of issuance was 5/27/2021 and he has the recorded order of conditions with a DEP#. They would like to put a 10 X 24ft addition and expand the driveway on the right side. Also remove a portion of the walkway, extend it and tie it into the paved area. They propose a dry well to collect the roof run-off volume of 27cuft. There's a detail to show the construction of the drywell and the construction of the pavers. They submitted a narrative and construction sequence. The left corner of the addition extends into the 100 buffer zone by approximately 6 to 7ft and cuts in at an angle to the existing right front corner. They are proposing straw wattles and show the 100ft buffer zone and wattles from the existing fence towards to the corner of the proposed driveway. He shows the loam and seed details. The pavement shall be saw cut and the addition shall be built and then it will be repaved. The previous NOI was to reconstruct the stairs going from the existing deck down towards the water, which is under construction. They hired a landscaping architect company for plantings at the wall and small shrubs at the water side. Dr. Jewell asks, what is being done on the left? It's a straw wattle. Mr. Brown asks, what is the foundation? A poured footing and a poured frost wall. They are taking the interior of the house bring it out 10ft. It's a garage with a slab. Dr. Jewell asks, what is the gradient of the driveway? It pitches towards the road, 1-inch. Mr. Balcewicz is explaining the driveway is at the 501. Mr. Wigglesworth asks, is this addition making the garage part of the house? The inside wall between the house and the garage will shift and they are expanding the garage out towards the road. No abutter comments.

Ms. Sherillo Motions to close the public hearing on 180 Killdeer Road. Ms. Sheeran Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

Dr. Jewell Motions to issue the Amendment to the Existing Order of Conditions for 180 Killdeer Road. Ms. Sheeran Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE.

**Draft Meeting Minutes – May 9, 2023 and May 23, 2023.**

Ms. Sherillo Motions to approve meeting minutes for May 9<sup>th</sup>. Mr. Brown Second. Motion does not pass 3-3-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – Abstain, Ms. Sheeran - Abstain, Mr. Brown – AYE, Mr. Bock - Abstain, Mr. Wigglesworth – AYE

Mr. Bock Motions to continue approval of meeting minutes for May 9<sup>th</sup> and May 23<sup>rd</sup> to the June 26<sup>th</sup> meeting. Mr. Brown Second. Motion passed 5-1-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – Abstain, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

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**Old Business**

- a. Violation – DEP#323-1197 - 0 Goddard Street, Lots 1 and 2 (also known as 25A and 25B Goddard Street); – Elijah Ketola (Applicant); Construction of two single-family houses. (Continued from 5/9/23). Mr. Wigglesworth explains that Mr. Matt Morro was supposed to update the ConCom.  
Ms. Sheeran Motions to continue 0 Goddard Street to the June 26<sup>th</sup> meeting. Mr. Bock Second. Motion passed unanimously 5-1-0 by roll call vote;  
Ms. Sherillo – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE  
Dr. Jewell left the meeting at 7:37 and rejoined at 7:39. Asked for her vote. Dr. Jewell – Abstain.
  
- b. Enforcement Order – 71R Minebrook Road – Matthew Weatherbee (Owner) – Clearing (Continued from 5/9/23) Mr. Krevosky, EBT Environmental Consultants is representing the Owner. There was a plan submitted to Ms. Portman that shows the wetlands. They will do the restoration towards the end of the summer. He is chipping the stumps. The fly over with the topographic plan, they will outline how the dump area will be cleaned and replanted. He wants to leave alone the area where the machines are parked on the left side before the house however, if the ConCom says no fill should be left then they will remove it down to the organic layer and part of the restoration plan. He still will have a pipe where the water flows over the top on the cart road with crushed stone. The other pipe is handling the main flow pipe, which is the ground water discharge. He will make it so the 12” is placed so they are not draining or flooding the wetlands. Will have an engineer design this, if required. It’s only a few hundred feet, remove the fill from the wetland, restore the wetland, and restore the cart road and no more driving through water. Mr. Krevosky states, they will present the plan and if the Commission wants anything additional they will add it. Ms. Portman adds that 69 Minebrook Road was the abutter who filed the initial complaint and wants to let Mr. Weatherbee know.  
Dr. Jewell Motions to continue 71R Minebrook Road to the June 26<sup>th</sup> meeting. Ms. Sheeran Second. Motion passed unanimously 6-0 by roll call vote;  
Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE
  
- c. Enforcement Order – 90B Sutton Road – Jack Courville (Owner) – Filled in wetlands area. No representing for this property. Mr. Brown Motions to continue 90B Sutton Road to the June 26<sup>th</sup> meeting. Ms. Sheeran Second. Motion passed unanimously 6-0 by roll call vote; Ms. Sherillo – AYE, Dr. Jewell – AYE, Ms. Sheeran - AYE, Mr. Brown – AYE, Mr. Bock - AYE, Mr. Wigglesworth – AYE

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Staff Report

The Bartlett High School project has been issued to the ConCom for review. Ms. Portman explains that the information will be put on its own website. The school is broken up into three parts. Mr. Wigglesworth proposes that they take what they have and the fields and track will be zone #1 so it's for ConCom. Mr. Brown recommends that they ask for proposed the paper copies. Yes, Ms. Portman has the paper plans. They should have the scaled rulers such as an agricultural scale and an engineering scale. Brandon Faneuf will do the flagging. The webpage will be available for the public. The question on the table is to schedule an additional meeting on a Monday? Ms. Portman will send an email to all the board members to set up a separate meeting. Once Ms. Portman accepts the project a meeting will need to be done within 21 days. There is a resource area, vernal pools.

**Next Meeting Date:** Thursday, June 8<sup>th</sup> to review the Open Meeting Law Complaints.  
And Monday June 26, 2023 – Webster Police Department Community Room

**Adjournment:** Mr. Bock Motions to adjourn at 7:48pm. Ms. Sheeran Second. All in favor.

Respectfully submitted,

Tracy Coporale  
Recording Secretary

Conservation Commission Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Recording Secretary



Documents – Meeting June 5, 2023.

Open Meeting Law Complaint - Karen Bartholomew - Public Meeting Procedure - 24 Point Pleasant Road; dated May 12, 2023; 8 pages.

Open Meeting Law Complaint - Karen Bartholomew - Public Meeting Procedure - 32 Point Pleasant Road; dated May 12, 2023; 11 pages.

Open Meeting Law Complaint - Karen Bartholomew - Public Hearing Procedure - 11 Bates Grove Road; dated May 24, 2023; 2 pages.

Open Meeting Law Complaint - Kristin Valeri - Public Meeting Procedure - 300 Thompson Road; dated May 23, 2023; 2 pages.

9 Wakefield Ave RDA Richard Gauger (Applicant/Owner)

- RDA Application Form – Retaining wall; dated April 26, 2023, 7 pages.
- Public Meeting Notice stamped by Town Clerk; dated April 27, 2023, 1 page
- Comments from PB/ZBA; dated May 3, 2023, 1 page.
- Photos and description from homeowner; dated April 26, 2023, 9 pages
- Photos; dated May 4, 2023, 5 photos.

9 Kate Lane – RDA – Frank Scavone (Applicant/Owner)

- RDA Application Form - Construction of a 3-Car Garage & Driveway; dated May 2, 2023; 15 pages.
- RDA Submission Letter from LDC; dated May 2, 2023; 2 pages.
- Site Plan; dated May 2, 2023; 2 pages.
- Comments from Building Commission; dated May 8, 2023; 1 page.
- Comments from PB/ZBA; dated May 8, 2023; 1 page.
- Correspondence with LDC; dated May 8, 2023, 1 page.
- Public Meeting Notice; dated May 8, 2023; 1 page.
- Correspondence with Mr. Scott-LDC; dated May 22, 2023; 4 pages.
- Correspondence with Mr. Scott-LDC; dated May 25, 2023; 6 pages.
- Correspondence with Atty Hennigan; dated May 31, 2023; 1 page.
- Revised Site Plan; dated June 1, 2023; 1 page.
- Determination of Applicability; dated June 20, 2023; 7 pages.
- Photos; dated May 15, 2023; 3 photos

13 Loveland Road – RDA - Christopher Ouimet (Applicant/Owner)

- RDA Application Form – Update Existing Landscaping; dated May 22, 2023; 10 pages.
- Comments from PB/ZBA; dated June 1, 2023; 1 page.
- Planting Sketch; dated June 5, 2023; 2 pages.
- Public Meeting Notice; dated June 5, 2023; 1 page.
- RDA – Form 2-website; dated June 15, 2023; 7 pages.
- Photo; dated June 5, 2023; 1 page.

20 Pattison Road – RDA – Sarah Calnan (Application/Owner)

- RDA Application Form – Tree Removal; dated May 22, 2023; 6 pages.
- Comments from PB/ZBA; dated June 2, 2023; 1 page.

- Zoning Review; dated June 2, 2023; 1 page.
- Public Meeting Notice; dated June 5, 2023; 1 page.
- Negative Determination; dated June 15, 2023; 14 pages.
- WPA Form 2 – website; dated June 15, 2023; 7 pages.
- Photos; dated June 2, 2023; 6 photos.

#### 180 Killdeer Road – NOI Amendment to OOC – Bruce Beach (Owner)

- Modification Plan; BC Engineering & Surveying; dated April 26, 2023; 1 page.
- Abutters list; dated April 24, 2023; 3 pages.
- Construction Narrative; dated April 28, 2023; 1 page.
- Construction Sequence; dated April 28, 2023; 1 page.
- Request Amendment-OOC; dated April 28, 2023; 1 page.
- Public Meeting Notice; dated June 5, 2023; 1 page.
- Photos; dated June 2, 2023; 4 photos.

#### 2 South Point Road – RDA – Ronald Brigham (Applican/Owner)

- RDA Application Form – New Deck; dated May 22, 2023; 6 pages.
- Comments from PB/ZBA; dated June 2, 2023; 1 page.
- Public Meeting Notice; dated June 5, 2023; 1 page.
- Form 2 Determination of Applicability; dated June 20, 2023; 7 pages.
- Photos; dated June 5, 2023; 4 pages.

#### 290 Thompson Road – RDA – Sanat Patel (Applicant/Owner)

- RDA Application Form – Site Plan Residential future Development; dated May 15, 2023; 6 pages.
- Partial Site Plan; dated April 6, 2023; 1 page.
- Comments from PB/ZBA; dated May 15, 2023; 1 page.
- Correspondence, email Glenn Krevosky regarding site inspection; dated June 5, 2023; 1 page.
- Public Meeting Notice; dated June 5, 2023; 1 page.

#### 46 West Point Road – Jason Tubo (Applicant)

- NOI Application Form – Repair of existing retaining wall ; dated October 19, 2022, 20 pages
- Application Plan; dated October 19, 2022, 2 pages
- Public Hearing Notice; dated October 27, 2022, 1 page
- Agent Site Review; dated December 16, 2022, 1 page
- Photos; dated November 7, 2022, 8 photos

#### 0 Goddard Street – Lots 1 and 2 (also known as 25A and 25B Goddard Street); Elijah Ketola (Applicant).

- Existing Conditions Plan; dated October 25, 2005, 1 page
- Site Plan; dated October 13, 2006, 1 page
- NOI Review; dated March 11, 2021, 9 pages
- Transect Plot 2 wetland; dated March 18, 2021, 1 page.

- Transect Plot 3 upland, dated March 18, 2021, 1 page.
- Site Plan; dated April 5, 2021; 1 page.
- Wetlands Restoration Plan; dated May 2021, 7 pages
- Site Plan; dated June 3, 2021, 1 page.
- Photos – Lots 1 and 2; dated June 4, 2022, 15 pages
- Wetlands Specialist Update; dated August 29, 2022, 1 page
- Email to applicant representative no interior work; dated October 25, 2022, 1 page.
- Wetlands Specialist update; dated October 26, 2022, 1 page.
- Revised Site Plan; dated November 1, 2022, 1 page
- Email update from wetlands specialists; dated November 7, 2022, 1 page
- Street number assignments from assessor; dated November 7, 2022, 1 page
- Revised Plan; dated December 1, 2022, 1 page.
- Revised Site Plan; dated December 19, 2022, 1 page.
- Agent Site Visit; dated January 30, 2023, 4 pages.
- Punch list for both lots; dated February 6, 2023, 1 page.
- Email continue until March 13 Meeting 25A; dated February 27, 2023, 1 page
- Email continue until March 13 Meeting 25B; dated February 27, 2023, 1 page
- Email continue until March 30 Meeting 25A; dated March 13, 2023, 1 page
- Email continue until March 30 Meeting 25B; dated March 13, 2023, 1 page
- Email regarding meeting date change; dated March 20, 2023, 2 pages
- Comments from the Health Department; dated February 24, 2021, 1 page.
- Comments from the Fire Department; dated February 24, 2021, 1 page.
- Comments from the Assessor; dated February 24, 2021, 1 page.
- Comments from the Engineering Dept; dated March 1, 2021, 1 page.
- Comments from the Highway Dept.; dated February 24, 2021, 1 page
- Comments from the Planning/Zoning; dated March 5, 2021, 1 page
- Comments from Richard Desrosiers; dated February 14, 2021, 1 page
- Comments from the Sewer/Water Dept; dated February 24, 2021, 1 page.
- Meeting Minutes; dated March 15, 2021, 4 pages.
- Meeting Minutes; dated April 5, 2021, 6 pages.
- Meeting Minutes; dated April 22, 2021, 5 pages.
- Agenda; dated May 6, 2021, 2 pages.
- Meeting Minutes; dated May 6, 2021, 4 pages.
- Meeting Minutes; dated May 17, 2021, 5 pages.
- Meeting Minutes; dated June 7, 2021, 12 pages.
- Meeting Minutes; dated June 6, 2022, 10 pages.
- Meeting Minutes; dated June 23, 2022, 8 pages.
- Meeting Minutes; dated July 7, 2022, 6 pages.
- Meeting Minutes, dated July 18, 2022, 6 pages.
- Meeting Minutes, dated August 1, 2022, 6 pages.
- Meeting Minutes; dated August 15, 2022, 5 pages.
- Meeting Minutes; dated August 29, 2022, 5 pages.
- Meeting Minutes; dated September 19, 2022, 6 pages.
- Photos; dated August 2020, 5 photos.
- Photos; dated March 2021, 19 photos.

- Photos; dated December 2022, 16 photos.
- Photos; dated June 2022, 19 photos.
- Photos; dated May 2022, 28 photos
- Photos; dated October 2022, 25 photos.
- Photos; dated September 2022, 27 photos.
- Photos; dated January 2023, 22 photos.
- Photos; dated March 2023, 8 photos

#### Goddard Street Enforcement Order Violations

- Conditions Violated EO 323-1198; dated May 16, 2022, 2 pages.
- Lot 1 Enforcement Order 323-1197; dated May 16, 2022, 6 pages.
- Lot 2 Enforcement Order; dated May 16, 2022, 6 pages.
- Lot 1 Enforcement order-WDRD filing; dated June 27, 2022, 6 pages.
- Lot 2 Enforcement order-WDRD filing; dated June 27, 2022, 6 pages.
- WDRD receipt – Enforcement Orders; dated June 27, 2022, 1 page.
- Correspondence-Violations and Fines Certified Mail; dated July 27, 2022, 4 pages
- Fine Letter; dated July 27, 2022, 1 page.
- Email to Rita Flagg and Elijah Ketola regarding ConCom Meeting on 10-24-22; dated October 21, 2022, 1 page.
- Email to Rita Flagg email to Ketola blocked; dated October 21, 2022; 3 pages.
- Email to Chairman outlining violation history; dated October 21, 2022, 2 pages.
- 25A Goddard Street-Lien WDRD filing; dated January 25, 2023, 2 pages.
- 25B Goddard Street-Lien WDRD filing; dated January 25, 2023, 2 pages.
- Two liens-WDRD filing fees; dated January 25, 2023, 1 page.
- Goddard Street time line; dated May and June 2022, 1 page.
- Goddard Street Lot 2-Enforcement Order 323-1198; dated May 19, 2022, 6 pages.

#### 25A Goddard Street – Lot 1 DEP#323-1197

- NOI Lot 1; New House; dated February 16, 2021, 10 pages
- Site Plan; dated February 15, 2021, 1 page
- Lot 1 Abutter list; dated February 16, 2021, 1 page
- Lot 1 Affidavit of service; dated February 16, 2021, 1 page.
- Lot 1 Notification to abutters; dated February 16, 2021, 1 page.
- Public Hearing Notice; dated February 16, 2021, 1 page.
- Wetland fee transmittal form; dated February 16, 2021, 2 pages
- Public Hearing Re-Notice; dated March 4, 2021, 1 page.
- Email from DEP 323-1197; dated March 24, 2021, 1 page.
- Order of conditions-Lot 1; dated June 28, 2021, 18 pages.
- Assessor property card-25A; dated January 25, 2023, 1 page.
- Request to continue-25A; dated April 3, 2023, 1 page
- Updated list from Matt Marro; dated April 24, 2023, 1 page.
- Special OOC-25A Goddard Street; dated September 16, 2022, 6 pages.

## 25B Goddard Street Lot 2 DEP#323-1198

- NOI Lot 2; New House; dated February 16, 2021, 10 pages
- Site Plan; dated February 16, 2021, 1 page
- Lot 2 Abutter list; dated February 16, 2021, 1 page
- Lot 2 Affidavit of service; dated February 16, 2021, 1 page.
- Lot 2 Notification to abutters; dated February 16, 2021, 1 page.
- Public Hearing Notice; dated February 16, 2021, 1 page.
- Public Hearing Re-Notice; dated March 4, 2021, 1 page.
- Email from DEP 323-1198; dated March 24, 2021, 1 page.
- Order of conditions-Lot 2; dated June 28, 2021, 20 pages.
- Assessor property card-25B; dated January 25, 2023, 1 page.
- Request to continue-25B; dated April 3, 2023, 1 page
- Updated list from Matt Marro; dated April 24, 2023, 1 page.
- Special OOC-25B Goddard Street; dated September 16, 2022, 6 pages.

## 71R Minebrook Road – Matthew Weatherbee (Owner) - Violations

- Administrative Approval; dated May 5, 2023, 2 pages.
- Aerial photo of site; dated February 13, 2013, 1 page.
- Agent site visit report; dated January 30, 2023, 9 pages.
- Enforcement order WDRD filing; dated March 8, 2023, 4 pages.
- Agent site visit report; dated March 10, 2023, 1 page.
- Photos; dated January 30, 2023, 14 photos
- Photos; dated March 6, 2023, 26 photos.
- Photos; dated March 10, 2023, 11 photos.

## 90B Sutton Road – Jack Courville (Owner) Filled in wetlands area.

- Certified Vernal Pool map; dated June 1, 2023; 1 page.
- Stop Work Order; dated March 10, 2023; 1 page.
- Email regarding meeting date change; dated March 20, 2023; 1 page.
- Correspondence with Goddard Consulting; dated March 29, 2023; 2 pages.
- Enforcement Order; dated April 27, 2023; 4 pages.
- Photos; dated March 10, 2023; 8 photos.
- Photos; dated June 20, 2023; 2 photos