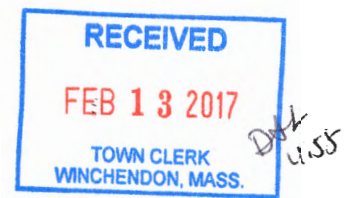


CONSERVATION COMMISSION MINUTE
4TH FLOOR CONFERENCE ROOM
9/15/16



Present: Garrett Davieau, Kyle Bradley, David Whitaker, Tony George, Lionel Cloutier and David Koonce

DOCUMENTS & EXHIBITS

Lancaster Filing Fee Schedule
Ashburnham Filing Fee Schedule

CALL TO ORDER

The meeting was called to order at 7: 02 p.m. by Chairman, Garrett Davieau.

OPEN MEETING

Discussion - Instituting filing fees pursuant to the Town of Winchendon Wetlands Protection Bylaw. Chairman Davieau opened the meeting asking each member to present their ideas on the proposed filing fees. Filing Fees from the Town of Ashburnham and Lancaster were handed out.

Kyle Bradley feels there needs to be repercussions for after the fact filing. We need enforcement fees.

Garrett Davieau feels the fees need to be comprehensive. We don't want the applicant to use it to get what he wants. There needs to be a mechanism to stop that from happening. How do we handle repeat offenders? Should the repeated offense be tied to the property or the applicant? That is a question for town council. We don't want to overstep.

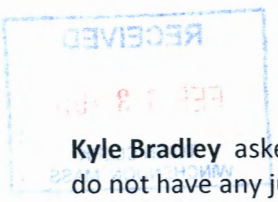
Agent Koonce highlighted the after the fact filing fees from the Town of Ashburnham. They were doubled.

Lionel Cloutier stated if a contractor is a repeat offender you can't put a moratorium on any construction company. Garrett stated if a resident hires a contractor and he does a violation ultimately the responsibility falls on the property owner. A question came up about a temporary shed. A permit is needed. Any alterations to the wetlands would apply. Garrett stated either remove the structure or pay the fee. Lionel would like to adopt Ashburnham's policy for after the fact filing fees.

Agent Koonce likes the way Ashburnham divides up the circumstances and categories. It is similar to the state Wetland Protection Act. It would make it easy to review.

David Whitaker likes the Ashburnham Enforcement Fees. He proposed a sign off sheet for all departments. That way all departments would know what is going on. Agent Koonce states Conservation signs off on a Building Permit.

Tony George agrees Conservation needs to have a sign off on permits. He feels it should be mandatory that Conservation sign off. The applicant still has to comply with wetland laws. Our filing fees need to be adjusted. He likes the templates from both towns, and agrees with any after the fact filing fees being doubled. Agent Koonce stated he can combine the two town's information to fit Winchendon.

 **Kyle Bradley** asked, do we have any jurisdiction to sign off on permits? Agent Koonce responded, we do not have any jurisdiction, it would just keep the board informed.

Garrett Davieau expressed concerns that the Building Inspector overlooked having Conservation sign off on a building permit. Do we need to get a new form showing interior and exterior work being done? Agent Koonce stated that Lancaster uses the same Building Permit or Demolition Form they just highlight what is applicable. It is the Building Inspector's responsibility to know who should sign off. If he doesn't that is a performance issue and would go to the Town Manager.

Garrett Davieau suggests the use of the tax tree which means all taxes must be current before they could file for an application. He suggests we use Ashburnham's numbers in the Lancaster format.

Agent Koonce listed the sequence of how this would progress.

1. A meeting to finalize the information
2. A public hearing.
3. Discussion meeting
4. Selectmen to approve.

Agent Koonce stated he will go with Ashburnham fees and incorporate into Lancaster categories. The new templet would be ready in October. He will e-mail a draft of the Filing Fee Schedule to the Board. David will review any comments with the hearing process.

ADJOURNMENT

David Whitaker made a motion, 2nd by Tony George - **vote** unanimously approved to adjourn.

The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Patty Driscoll, Secretary

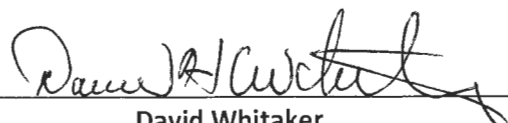


Garrett Davieau

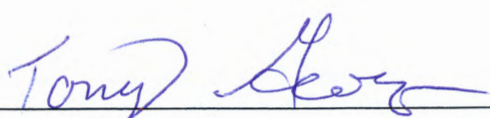


Lionel Cloutier

Kyle Bradley



David Whitaker



Tony George