



**TOWN OF AVON CONSERVATION COMMISSION**

**Meeting Minutes**

**December 14, 2023 – 7:00 PM**  
**65 East Main Street – Meeting Room**  
**Avon, Massachusetts 02322**

**AVON TOWN CLERK**  
**REC'D JAN 12 2024 AM 8:59**

**Members present:** Paul Garcia, Chairperson; Edward Mekjian, member; Christopher Canducci, member.

**Guests:** Peter Lyons, Collins Engineering; Amanda Langer, JDE Civil Engineering

**Call to Order:** Meeting called to order by Chair Garcia at 7:01 PM.

Reminder to online participants that meeting was planned as in-person, not hybrid. Will allow participants to continue online for this meeting. Will discuss error in invitation including Zoom link internally.

**Public Hearings:**

19 Bartlett Street, RDA application

Peter Lyons \*virtual\* representing owner reviewed plans.

No questions from commission. Vote to approve with Neg 3 determination. Unanimous.

96 Malley Avenue, RDA application

Peter Lyons \*virtual\* representing owner reviewed plans.

Discussion of steep grade and whether cement blocks would be used (not).

Vote to approve with Neg 3 determination. Unanimous.

650 Bodwell Street Extension, NOI application

Amanda Langer \*virtual\* representing owner reviewed plans.

Discussed that DEP had not issued a number to applicant and would likely need to continue hearing until next meeting 11-Jan-2024 but requesting review of plans as shown. Confirmed receipt of scanned green cards. Applicant will deliver green cards to the office. Applicant decided to pursue NOI to be safe considering correspondence from DEP they received. Applicant intends to submit revised plan with minor revisions. Based on application as presented today, vote to approve with Neg 3 determination PENDING receipt of DEP number and revised plans that do not present any changes that would alter the determination. Unanimous. Will revisit at next meeting confirming this assessment and that promised materials were received and proceed prior to next meeting if materials are submitted earlier. Applicant reminded that new fee schedule is in effect, different than when their application began.

**Administrative:**

Meeting dates (2<sup>nd</sup> Thursday) proposed for 2024 calendar year unanimously approved. If adjustments are required, they will be handled at that time.

New fee schedule for applicants approved at November commission meeting and also reviewed and approved by Select Board at their December 7<sup>th</sup> meeting will be implemented effective today. Vote unanimously adopts new fee schedule as of today.

Recap of happenings from Special Town Meeting during the hearing of Article 1.

Discussion of procedures outlined in commissions Rules & Regulations for submission of NOI applications both electronically and on paper, number of copies, and posting electronic files on commission's web site for public review. Commissioners Canducci and Mekjian do not have an interest in electronic filings. Chair Garcia highlighted the Town is in the process of converting to an electronic permit and payment system, starting with the Board of Health, and to include other boards thereafter. Commission recognizes that at some point electronic filings may become standard but wish to have two (2) paper copies of applications instead of seven (7) copies, one for review in-person that will be filed in records room, and one to deliver to administrative support staff who completes DEP filing requirements. Commissioners do not recall the provision instructing posting of electronic applications online for public review. Further discussion with the Town Administrator will occur among review of all board policies in Avon and will revisit as needed.

**Review of correspondence/mail.** Nothing requiring action.

National Grid notice of annual vegetation control with no listing of streets.

Wildlands Trust letter of thanks for supporting conservation land acquisition.

MACC statement of dues amount expected for July 2024.

**Accounts Payable:**

Request to approve reimbursement to Commission Chair Garcia for certification coursework being hosted in January 2024. Three classes totaling \$190. Motion to approve reimbursement made by EM, seconded by CC. Vote yes EM, CC, and chair abstains, being the beneficiary.

**Adjournment:** Motion to adjourn. Meeting adjourns at 7:32 PM.

**Respectfully Submitted by,**  
**Paul Garcia, Chair**