

**Town of Concord  
Conservation Restriction Stewardship Committee**

Minutes of February 23, 2021 Meeting  
Zoom Videoconference

Attendees: Mary Ann Lippert (Chair), Annemarie Altman, Neil Ryder, Art Schwope, Michelle Wiggins, Delia Kaye, Natural Resources Director, Colleen Puzas, Assistant Natural Resources Director

Visitor: Susan Bates, Liaison to Select Board

Mary Ann called the meeting to order at 3:02 pm.

1. Mary Ann reported John Ferguson’s expired term has been filled by new member Annemarie Altman. She extended her and the committee’s thanks to him for his many years of service, including several as Chair, and for staying on to maintain a fully staffed committee.
2. Based on guidance from Delia and Susan Bates, committee members will not use “bcc” for e-mail distributions. The processes for distributing and obtaining responses to committee documents in compliance with the Open Meeting Law will be discussed during the next meeting. Delia will seek guidance from the Town Clerk, Kaari Mai Tari, and distribute the Attorney General’s Division of Open Government email entitled “Deliberation via E-mail or Social Media.”
3. Based on the discussion associated with Point 2, Neil motioned and Michelle seconded the approval of the January 26<sup>th</sup> meeting minutes, as amended. All voted in favor.
4. Colleen reported that the office is evaluating the Field Maps and the GPX Tracker apps for displaying the location of the CR property, taking photographs with azimuth, and documenting route-of-travel during site visits. Mary Ann is working with Colleen, including exploring alternatives to GPX Tracker app.

**5. Committee Work**

**5.1. Monitoring in progress**

<b>CR #</b>	<b>Name</b>	<b>Address</b>	<b>Assignee</b>	<b>Action/Status</b>
22	Emerson	22 South (19A Estabrook Rd.)	Rich/Michelle	Rich/Michelle – visit 22 South upon availability of operational iPad tools
124	Macone Farm	79 Macone Farm Lane	Mary Ann/Michelle/Jane	Office – review report Chair – send report for committee review
1005	Brewster’s Ridge	Monument St	Art	Office – review adequacy of photos and status of report. Art – if needed, complete the report Chair – send report for committee review
1019	Landmark	ORNAC	Mary Ann	Chair – send report for committee review

Note: First-named assignee is Leader.

5.2. Monitoring to be assigned

CR #	Name	Address	Acres	Action/Status
None				

New monitoring visit assignments are pending availability of the iPad tools.

5.3. BDRs in progress

CR #	Name	Address	Assignee	Action/Status
1002	Bartkus Farm	Bartkus Farm	Mary Ann/Neil	Office – add photopoint map Chair – send for committee review
1027	Wright Farm	Wright Farm Rd	Art/Rich/Michelle	Finished

5.4. BDRs to be assigned

CR #	Name	Address	Acres	Action/Status
None				

New BDR assignments are pending availability of the iPad tools.

6. Delia reported that the office expects to receive an application for a new CR at 2160 Main St. She will distribute the draft CR for committee review.
7. The committee's next meeting is Tuesday, March 23, 2021 at 3:00 pm on Zoom.
8. A motion to adjourn was made by Art and seconded by Michelle; all voted in favor. The meeting adjourned at 3:40 pm.

Respectfully submitted,

Art Schwope