

Town of Concord
Conservation Restriction Stewardship Committee

Minutes of March 23, 2021 Meeting
Zoom Videoconference

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

Visitors: Susan Bates, Liaison to Select Board, Linda Escobedo, Select Board Chair, Brooks Reed

Mary Ann called the meeting to order at 3:03 pm.

1. Rich motioned and Annemarie seconded the approval of the February 23rd meeting minutes. In roll call vote, all voted in favor.
2. Based on her discussions with the Town Clerk, Delia provided guidance on the Open Meeting Law as it pertains to CRSC communications. Google Drive cannot be used for quorum communications. Documents and draft documents (e.g., a monitoring visit report) may be posted to Google Drive for review, but any comments must be brought to the next meeting and not posted to Google Drive or otherwise discussed by members. During preparation of a monitoring or baseline report, the lead author may discuss it with the office. Linda Escobedo suggested that Delia to follow up with the Attorney General as to whether the lead author and other members of the site visit team can prepare or revise a monitoring or baseline report together. At issue is whether the site visit team is a public body (e.g., a subcommittee).
3. Colleen provided an overview of Field Maps and the GPX Tracker apps for displaying the CR property, documenting route-of-travel, and taking photographs with Lat and Long during site visits. Colleen will lead a field trial of the iPad tools with Mary Ann and Art. Mary Ann and Art volunteered to train the other committee members.
4. Starting at the beginning of Colleen’s presentation, the remainder of the meeting was recorded.
5. **Committee Work**
 - 5.1. Monitoring in progress

CR #	Name	Address	Assignees	Action/Status
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 and post report Chair – alert committee to suggest edits at next meeting
1005	Brewster’s Ridge	Monument St	Art	Art – complete the report Office – review and post report Chair – alert committee to suggest edits at next meeting

1019	Landmark	ORNAC	Mary Ann	Mary Ann – work with office to complete report Office – post report Chair – alert committee to suggest edits at next meeting
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Note: First-named assignee is Leader and any additional names listed are volunteers.

5.2. New Monitoring Assignments

CR #	Name	Address	Acres	Assignees
4	McMillen/Punkatasset Hill	775 Monument St	1.5	Annemarie/Mary Ann
8	Old Pickard Farms Trus II	31 Old Pickard Rd and 3x, 17x, 16A Stone Root Lane	13.15	Michelle/Jane
63	MetWest Development	64B Main St	4.3	Neil/Annemarie
120	Assabet Wood Lot	18B Squaw Sachem Trail	3.5	Jane/Art
1023	Southmeadow Ridge	62A and 39Y Old Marlboro Rd	39	Art/Michelle

Note: First-named assignee is Leader and any additional names listed are volunteers.

New monitoring visits will begin upon availability of the iPad tools.

5.3. BDRs in progress

CR #	Name	Address	Assignee	Action/Status
1002	Bartkus Farm	Bartkus Farm	Mary Ann/Neil	Mary Ann – work with office to complete report Office – post report Chair – alert committee to suggest edits at next meeting

Note: First-named assignee is Leader and any additional names listed are volunteers.

5.4. No new BDRs are planned.

6. Prior to the next meeting, Delia expects to distribute for committee review an application for a new CR at 2160 Main St. Mary Ann asked if this CR is for 2144 and 2160 Main St. Delia confirmed that was correct.
7. The committee's next meeting is Tuesday, April 27, 2021 at 3:00 pm on Zoom.
8. A motion to adjourn was made by Michelle and seconded by Neil; all voted in favor. The meeting adjourned at 4:08 pm.

Respectfully submitted,

Art Schwope