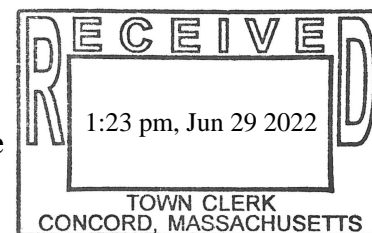


**Town of Concord**  
**Conservation Restriction Stewardship Committee**

Minutes of May 24, 2022 Meeting  
 141 Keyes Road, 1<sup>st</sup> Floor Conference Room



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

Mary Ann called the meeting to order at 3:07 pm.

1. Michelle motioned and Annemarie seconded the approval of the April 26, 2022 meeting minutes. All voted in favor of the minutes.
2. Colleen led a discussion of the Troubleshooting section of the CRSC guide entitled *Member – How To Use Field Maps and GPX Tracker*. Key conclusions include: (1) turn on the Bad Elf before turning on the iPad; (2) ensure that FieldMaps is active (e.g., blue location dot visible) before leaving a WiFi area; (3) for best GPS accuracy, position the Bad Elf with direct line-of-sight to the sky; and (4) perform troubleshooting steps in the order in which they are presented. Colleen will revise the section.

**3. Committee Work**

**3.1. Monitoring in progress**

CR #	Name	Address	Assignees	Action/Status
9/51/114	Christian/Hoffman	495 Hugh Cargill Rd	Rich/Michelle	Office – review report
48	Kalmia Woods Corp	5B Heaths Bridge Rd	Mary Ann/Jane	Mary Ann – revisit CR 48 in response to office review comments
55	Meriam Close	26B Edmonds Rd	Annemarie/Michelle	Annemarie – revise report in response to office review comments
83	Concord Farms	50A, 477, 490, 530 Virginia Rd	Michelle/Art	Michelle – finish report
84	Concord Farms	37B, 43A, 477 Virginia Rd	Art/Mary Ann	Delia – send any review comments to Art. If none, report is complete.
99	Matheson	342 Sudbury Rd	Mary Ann/Annemarie	Mary Ann – finish report
107	Engelhard	154, 220 Balls Hill Rd	Michelle/Art	Office – review report
139	Busa	506 and 49Y Old Bedford Rd	Michelle/Mary Ann	Michelle -- contact owner
143	Brooks	189 Mildred Circle	Annemarie/Art	Visit scheduled for June 2
151	Concord Park	68 Commonwealth Avenue	Rich/Neil	Committee review in progress

Note: Lead assignee is listed first; any additional assignee is an assistant.

### 3.2. New Monitoring Assignments

Delia substituted CRs 130 and 152 for previously planned assignments of CRs 147 and 153.

<b>CR #</b>	<b>Name</b>	<b>Address</b>	<b>Assignees</b>	<b>Action/Status</b>
130	Hubbard Brook	69B Sudbury Rd	Rich/Art	Office – contact owner
152	October Farm Riverfront	28X Balls Hill Rd	Mary Ann/ Michelle	Office – contact owner

3.3. No BDR is in progress.

3.4. No new BDR is planned.

4. Delia will post to Google Drive for committee review the draft CR for Hosmer Meadow.

5. There remains an open position on the committee.

6. The committee's next meeting is Tuesday, June 28, 2022 at 3:00 pm.

7. Mary Ann adjourned the meeting at 4:22 pm.

Respectfully submitted,

Art Schwope