



**MINUTES OF THE PROCEEDINGS OF THE  
CONSERVATION COMMISSION OF THE CITY OF WORCESTER**

**Monday May 20, 2024**

Worcester City Hall – Levi Lincoln Chamber,  
with remote participation options available via WebEx online at  
<https://cityofworchester.webex.com/meet/conservationcommissionwebex> and  
call-in number 1-844-621-3956 (Access Code: 2631 737 2697).

**Commissioners Present:** Devin Canton, Vice Chair  
Stuart Kirshner, Commissioner  
Timothy Magliaro, Commissioner

**Commissioners Absent:** Lindsay Nystrom, Commissioner  
Andrew Truman, Chair

**Staff Present:** Eric Flint, Division of Planning & Regulatory Services (DPRS)  
Mattie VandenBoom, Division of Planning & Regulatory Services (DPRS)

**Call to Order**

**Commissioner Canton, acting as Chair in the absence of Commissioner Truman called the meeting to order at approximately 5:34 p.m.**

**Requests for Continuances, Postponements and Withdrawals**

**Item 2 – 1256 West Boylston Street – Notice of Intent (CC-2023-076 & DEP#349-1379)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

**Item 3 – 116 Northeast Cutoff (CC-2023-068 & DEP#349-1378)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

**Item 5 – 49 & 39 Upland Street (CC-2024-019 & DEP#349-1393)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

**Item 7 – 487 Park Avenue – Notice of Intent (CC-2023-058)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

**Item 10 – Lincoln Pond (121 Russell Street), Green Hill Veterans Memorial Pond (301 Green Hill Parkway), Wawecus Road Pond (70 North Parkway), Crystal Pond (965 Main Street) (CC-2024-034 & DEP# 349-13xx)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

**Item 12 – 11 Cliff Street – Notice of Intent (CC-2024-037 & DEP#349-13XX)**

Request to postpone the public hearing to 06/10/24 & extend the constructive grant deadline to 07/02/2024

Mr. Flint read the requests for continuances, postponements, and withdrawals into the record.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission voted 3-0 by roll call vote (Commissioner Magliaro absent) to postpone the public hearings and extend the constructive grant deadlines to the dates noted.*

**New Business – Requests for Determination of Applicability**

**1) 439 Massasoit Road (MBL 34-032-0003B) – Request for Determination of Applicability (CC-2024-035)**

Maria Pianka on behalf of the applicant, Teresa Pianka, reviewed the proposed work to modify an existing drainage system by installing an infiltration trench and drainage piping.

Mr. Flint provided an overview of the project’s history and previous filings.

Commissioner Magliaro commented that the proposed drainage piping is shallow so the applicant should be mindful of its location if heavy equipment is brought into that area.

Commissioner Canton asked if there would be displaced excavated material. Ms. Pianka explained that any extra material would be spread and evened out on the property. The area would be loamed and seeded.

No public comment.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (Chair Truman and Commissioner Nystrom absent) to issue a Negative Determination of Applicability.*

List of Exhibits:

Exhibit A: RDA Application; dated 05/08/2024; submitted by Teresa Pianka

Exhibit B: Site Plan; dated 04/16/2024; prepared by Gerald G. Buzanoski

**Old Business – Notices of Intent**

**4) 0 Myrick Avenue and the Myrick Avenue Right-of-Way (MBL 33-019-154-5) – Notice of Intent (CC-2024-008 & DEP#349-1397)**

Glenn Krevosky, EBT Environmental Consultants, Inc., on behalf of the applicant, Kendall Homes Inc., reviewed changes since the last meeting. He addressed the comments that were issued by DEP. The new plan has added 2,000 sqf of wetland restoration and removed one of the proposed houses. There is still work that needs to be done to meet the requirements of the Fire Department for the turnaround at the end of Myrick Ave.

Ronald Mendez, Graves Engineering, Inc., reviewed the request from the Fire Department.

Mr. Flint commented that the latest plan revision was a large improvement from the previously proposed plans. Mr. Flint did have a question about the detention basins discharge location. On the plan, the discharge is placed within the wetland restoration area. Mr. Mendez was willing to adjust the location of the restoration area.

Commissioner Magliaro had concerns about work being proposed on the property that is not owned by the applicant. The restoration wetland is proposed on Phoebe Way Right-of-Way. Mr. Flint confirmed that the city is aware of this proposal.

Commissioner Canton asked about the phasing of the project. Mr. Krevosky explained that they are still working on a sequencing plan and will have it ready for the next meeting.

Amanda Beahn and Jennifer Vu, Myrick Avenue residents, expressed concerns about the building of additional homes on Myrick Avenue. They had concerns about the number of trees being removed and what effects this removal will have on the wetland and the neighborhood. Mr. Krevosky addressed the concerns and Mr. Flint reviewed the jurisdiction of the Conservation Commission.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to continue the public hearing to June 10<sup>th</sup>, 2024.*

List of Exhibits:

- Exhibit A: NOI Application; dated 01/11/2024; submitted by Glenn Krevosky, EBT Environmental Consultants, Inc.
- Exhibit B: Site Plans; dated 12/20/2023; revised 02/15/2024; revised 04/22/2024 prepared by Graves Engineering, Inc.
- Exhibit C: Stormwater Report; dated 12/18/2023; revised 04/22/2024; revised 04/22/2024 prepared by Graves Engineering, Inc.
- Exhibit D: DPW Comments; dated 01/19/2024; dated 02/22/2024; Richard Saltrick, Assistant Commissioner of Engineering
- Exhibit E: Staff Comments; dated 01/25/2024; Eric Flint, Conservation Planner/Agent
- Exhibit F: Abutter's Comment; dated 02/04/2024; Submitted by Lisa Wilson
- Exhibit G: ILSF Calculation Plan; dated 09/18/2023; prepared by Graves Engineering, Inc.
- Exhibit H: StreamStats Report; dated 01/25/2024
- Exhibit I: Abutter's Comment; dated 05/06/2024; Submitted by Amanda Beahn

**New Business – Notices of Intent**

**6) 0 Meadowbrook Road, 501 Salisbury Street, and the Meadowbrook Road Right-of-Way (MBL 25-042-0003A, 25-042-0003B, & 25-042-006+5) – Notice of Intent (CC-2023-043 & DEP#349-1396)**

Joseph Graham, on behalf of the applicant, Joseph Goodman, reviewed the proposed construction of cul-de-sac, single-family house, driveway, utility connections, stormwater management improvements, grading, and related site work. He explained that the project previously had an Order of Conditions issued but it expired prior to the work being started.

Mr. Flint reviewed the wetland delineation with the wetland scientist hired for the project. All staff comments have been addressed at this time.

There were no comments from the Commission.

No public comment.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to close the public hearing.*

In addition to the standard conditions, Mr. Flint recommended wetland flagging, an O&M plan be provided for all stormwater management infrastructure and the responsible party be identified, revised plans that show the limit of disturbance and erosion control lines to be no closer the 15' no-disturb buffer and depict the location of permanent markers and the connection between the downspout and infiltration unit, permanent markers, infiltration unit inspection by a PE, cement truck washing, equipment placement, as-built plan for COC request, pesticides (deeded), sand/salt (deeded) and snow storage (deeded).

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the order of conditions as discussed.*

List of Exhibits:

- Exhibit A: NOI Application; dated 07/26/2023; submitted by Joseph Graham
- Exhibit B: Site Plan; dated 02/02/2020; revised 03/07/2024; prepared by Joseph Graham
- Exhibit C: Department of Environmental Protection Comments; dated 05/10/2024; Judith Schmitz
- Exhibit D: Division of Planning & Regulatory Services Staff Comments; dated 08/07/2024; prepared by Eric Flint
- Exhibit E: Stormwater Report; dated 02/27/2024; prepared by Joseph Graham
- Exhibit F: Department of Public Works and Parks Comments; dated 08/08/2023
- Exhibit G: Wetland Review; dated 08/07/2023; prepared by Scott Morrison, EcoTec, Inc.

**8) 99 Ararat Street (MBL 37-007-46+48) – Notice of Intent (CC-2024-023 & DEP#349-1391)**

Chris Keenan of Quinn Engineering, Inc, on behalf of the applicant, Athansios Engonidis, reviewed the proposed construction of a single-family home, driveway, landscaping and related sitework.

Mr. Flint stated that all the staff comments have been addressed by the latest plan revisions.

Commissioner Canton asked about the location of the outlet for the drywell. Mr. Keenan explained that DPW requested that the drywell connect into the City's storm drain rather than have an outlet into the wetlands.

No comments from the public.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to close the public hearing.*

In addition to the standard conditions, Mr. Flint recommended wetland flagging, revised plan depicting the connection of the northern drywell to the line in Ararat Street, inspection of drywell by staff, permanent markers, cement truck washing, equipment placement, pesticides (deeded), sand/salt (deeded), snow storage (deeded) and as-built plan at the completion of work.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the order of conditions as discussed.*

List of Exhibits:

Exhibit A: NOI Application; dated 03/18/2024; submitted by Christopher Keenan of Quinn Engineering, Inc.

Exhibit B: Site Plan; dated 02/20/2024; revised 04/03/2024; revised 04/09/2024; prepared by Kevin J. Quinn of Quinn Engineering, Inc.

Exhibit C: Department of Environmental Protection Comments; dated 04/17/2023; Rebecca Gendreau

Exhibit D: Division of Planning & Regulatory Services Staff Comments; dated 04/02/2024; prepared by Eric Flint and Mattie VandenBoom

**13) 485 Grove Street (MBL 20-030-00001) - Notice of Intent (CC-2024-038)**

Ronald Mendez of Graves Engineering, INC, on behalf of the applicant, Colony Retirement Homes, Inc, reviewed the proposed demolition of existing site improvements and construction a new 4-story residential building, driveway, parking lot, subsurface detention system and related sitework. There will four phases of redevelopment of the property with this being the first phase.

Commissioner Canton asked about temporary detention basins. Mr. Mendez explained that the proposed parking area would be the last section to be developed in this phase and would be the location of the temporary basin. Mr. Flint stated that due to the sites soil types, the applicant's recharge BMPs have been sized to infiltrate the Required Recharge Volume only to the maximum extent practicable.

Mr. Flint reviewed staff comments which included a comment requesting a revised stormwater report using the upper confidence intervals of NOAA Atlas 14.

Commissioner Magliaro asked about the timing of the project. Mr. Mendez expects the construction to begin next year.

No comments from the public.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to close the public hearing.*

In addition to the standard conditions, Mr. Flint recommended revised stormwater checklist, PE inspection of infiltration unit, cement truck washing, and ongoing condition for stormwater management system maintenance.

Commissioner Magliaro asked if there was a better way to manage multi-phased projects to make sure they are maintaining their erosion controls and following conditions. Mr. Flint explained that each phase

will require review by the Commission. Mr. Flint suggested that the Commission could require that SWPP reports to be shared with the Commission. Mr. Magliaro requested that condition be added.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the order of conditions as discussed.*

List of Exhibits:

Exhibit A: NOI Application; dated 04/10/2023; submitted by Michael Andrade, Graves Engineering, Inc.

Exhibit B: Site Plan; dated 02/26/2024; revised 05/15/2024; prepared by Michael Andrade, Graves Engineering, Inc.

Exhibit C: Stormwater Report; dated 02/26/2024; prepared by Michael Andrade, Graves Engineering, Inc.

Exhibit D: Department of Public Works Comments; dated 05/17/2024; prepared by Richard Saltrick

Exhibit E: Division of Planning & Regulatory Services Staff Comments; dated 05/17/2024; prepared by Eric Flint and Mattie VandenBoom

**9) 70 Webster Street (MBL 27-032-02+2A) – Notice of Intent (CC-2024-033 & DEP#349-1394)**

*This item was taken out of order to accommodate the schedule of the representative.*

Nick Facendola of Level Design Group, LLC, on behalf of the applicant, Worcester Affordable Housing, LLC, reviewed the proposed redevelopment of an existing mill building into an apartment building, and construction of parking lots, stormwater management, and related sitework. There will be a net decrease of impervious surface by about 1,200 sf with this proposed redevelopment.

Mr. Flint reviewed staff comments and explained how the comments were addressed by the applicant in a plan revision and response letter. Mr. Flint asked how much compacted gravel will be removed from the area. Mr. Facendola explained that in areas that are not being paved, they will be removing a 12" of the compacted gravel.

Commissioner Magliaro had concerns about the locations of the outfall of the stormwater infrastructure, the dumpster, and snow storage. Commissioner Kirshner asked if a dike could be installed along the dumpster pad. Mr. Facendola would be willing to design a dike around the dumpster pad and can add spot grading to direct any runoff towards the parking lot. Commissioner Canton had concerns of the dumpster pad being pitched towards the parking lot because the runoff would just end up in the catch basin. Mr. Facendola pointed out that this is the same thing that would happen if the dumpster location was moved to another location on site.

Mr. Flint asked if shrubs could be planted down gradient of the stormwater infrastructure outlet. Mr. Facendola stated that shrubs could be planted to help stabilize the area. He also explained that this outlet is necessary if they are to provide stormwater treatment with the redevelopment of the site.

Commissioner Canton asked about the size of the apron and if it is appropriately sized to reduce velocity. Mr. Facendola confirmed that the size of the apron was designed based on the hydrocad calculations.

Commissioner Canton asked about the southerly end of the parking lot and the transition between the properties. Mr. Facendola explained the design for the parking area and planting area along the property line.

No comment from the public.

Commissioner Magliaro suggested continuing the hearing to allow for plan revision. Mr. Facendola was willing to continue but suggested working with staff to submit plan revisions as a condition of approval.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to close the public hearing.*

Mr. Flint stated that a discretionary allowance from standard 4.2.4 for activity within the 15' buffer zone would be required.

In addition to the standard conditions, Mr. Flint recommended revised plans depicting curbing and spot grading of the dumpster pad, 5 native shrub plantings at the outfall of the stormwater infrastructure, details on compacted gravel removal, and slope stabilization detail. He also recommended the infiltration unit inspection by a PE, cement truck washing, equipment placement, no work permitted in Bordering Land Subject to Flooding, documentation of compacted gravel removal, property manager is responsible for cleaning up any trash (deeded), the outfall be monitored for erosion and scouring issues quarterly for 2-years and reports to be submitted to the Commission, as-built plan for COC request, pesticides (deeded), sand/salt (deeded) and snow storage (deeded).

Commissioner Canton requested signage for "no dumping" and "do not disturb" identifying wetland area be placed along the 15' buffer zone.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the order of conditions as discussed.*

List of Exhibits:

- Exhibit A: NOI Application; dated 04/17/2024; submitted by Nicola Facendola, Level Design Group
- Exhibit B: Site Plan; dated 02/08/2024; revised 05/14/2024; prepared by Nicola Facendola, Level Design Group
- Exhibit C: Stormwater Report; dated 03/29/2024; revised 05/14/2024; prepared by Nicola Facendola, Level Design Group
- Exhibit D: Division of Planning & Regulatory Services Staff Comments; dated 04/30/2024; prepared by Eric Flint and Mattie VandenBoom
- Exhibit E: Department of Public Works Comments; dated 04/24/2024; prepared by Richard Saltrick
- Exhibit F: Department of Environmental Protection Comments; dated 05/09/2023; prepared by Bryanna Weigel

**Other Business**

**14. Requests for Extension of Time**

**a. Coes Reservoir (CC-2018-014 & DEP#349-1191)**

Mr. Flint reviewed the request from the Department of Sustainability and Resilience.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to grant a one-year extension through July 15<sup>th</sup>, 2025.*

List of Exhibits:

Exhibit A: EOT Request; submitted 05/01/2024; submitted by Katie Liming, Department of Sustainability and Resilience

**15. Request for Certificate of Compliance**

**b. 80 William Street (CC-2015-046)**

Mr. Flint reviewed the request and confirmed that staff had visited the site and had no concerns with issuing the Certificate of Compliance.

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the Certificate of Compliance.*

List of Exhibits:

Exhibit A: COC Request; submitted 05/08/2024; submitted by Kerry A. Gorham

Exhibit B: Letter from PE; dated 05/07/2024; submitted by Patrick Healy, Thompson-Liston Associates, INC.

**c. Pinrock Road (CC-2019-028 & DEP# 349-1247)**

Mr. Flint explained that this was a forced watermain line project by the Town of Auburn. He conducted a site visit a few months ago and confirmed the site is stabilized.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue the Certificate of Compliance.*

List of Exhibits:

Exhibit A: COC Request; submitted 05/08/2024; submitted by Raymond Willis, P.E.

**e. 219 & 221 Lake Avenue (CC-2020-006 & 349-1289)**

Mr. Flint explained the applicant requested a continuance to the June 10<sup>th</sup> meeting to have time to prepare the flood calculations for as-built plan versus the approved plan.

List of Exhibits:



Exhibit A: COC Request; submitted 04/03/2024; submitted by Scott Jordan, EcoTec, Inc.

Exhibit B: Division of Planning & Regulatory Services Staff Comments; dated 04/30/2024; prepared by Eric Flint and Mattie VandenBoom

**e. 115 Northeast Cutoff (CC-2020-012 & DEP#349-1268)**

**f. 115 Northeast Cutoff (CC-2022-004 & DEP#349-1314)**

Mr. Flint provided an update for the project since it was last in front of the Commission. As requested, the pavement has been removed. He confirmed that staff would be comfortable with issuing a partial Certificate of Compliance. Mr. Flint suggested that only lot 125 be released at this time and for lot 115 to be held until the Conservation Restriction is finalized.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue a partial Certificate of Compliance.*

List of Exhibits:

Exhibit A: COC Request; submitted 02/15/2024; submitted by Patrick Healy, Thompson-Liston Associates, Inc.

Exhibit B: As-built Plan; dated 02/14/2024; prepared by Thompson-Liston Associates, Inc.

**g. 355 Granite Street (CC-2023-052 & DEP# 349-1369)**

Mr. Flint explained this was a replaced septic system and that the applicant applied last fall but was denied because the site was not stabilized. Staff conducted a site visit and confirmed that the area is now stable.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to issue a partial Certificate of Compliance.*

List of Exhibits:

Exhibit A: COC Request; submitted 05/08/2024; submitted by Kim Ames

Exhibit B: Letter from Engineer; dated 11/21/2023; John Grenier, J.M. Grenier Associates Inc.

**16) Enforcement Order and Violation Updates**

- a. 99 Wildwood Avenue (CC-EO-2020-009)**
- b. 166 Moreland Street (CC-EO-2020-011)**
- c. 522 Grove Street (CC-EO-2020-014)**
- d. 0 Myrick Avenue (CC-EO-2020-015)**
- e. 75 Harrington Way (CC-EO-2021-003)**
- f. 40 June Street Terrace (CC-EO-2021-004)**
- g. 12 AKA 0 Balis Avenue (CC-EO-2021-005)**
- h. 269 James Street (CC-EO-2021-007)**
- i. 90 AKA 100 Camelot Street AKA Farber Field (CC-EO-2021-008)**

Mr. Flint reviewed the history of this enforcement. At this point, the sediment has been removed from the BVW and the plants planted in the area are growing. He recommended the Enforcement Order be lifted with the condition that erosion controls are to be removed.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to lift the Enforcement Order.*

- j. 70 North Parkway AKA Burncoat Park (CC-EO-2022-002)**
- k. 3 Aster Place (CC-EO-2022-005)**
- l. 215 Lake Avenue (CC-EO-2022-007)**
- m. 4 Tiffany Avenue (CC-EO-2023-001)**
- n. 0 Mcavey Way & 1393 Grafton Street (CC-EO-2023-003)**
- o. 265 Lake Avenue (CC-EO-2023-006)**
- p. 0 Harrington Way (CC-EO-2023-009)**
- q. 570 Lincoln Street (CC-EO-2023-010)**
- r. 3 Knollwood Drive (CC-EO-2020-002 & DEP#349-1284)**
- s. 198 Granite Street (CC-EO-2024-001)**
- t. 3 Knollwood Drive (CC-EO-2024-002)**
- u. 86 Webster Street (CC-EO-2024-003)**

Mr. Flint reviewed the order that was issued to this site and the conditions that were required by the Commission. A consultant was hired and provided the following recommendations, stockpile areas be moved to areas outside the buffer zone, contain stockpile areas with perimeter erosion controls, remove slash piles and debris from the bank, remedial grading to restore pre-alteration elevation, unbury the root system of the White Oak, remove any debris that has fallen into Curtis Pond, and restabilize the slope.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to direct the applicant move forward with the remediation under the supervision of a wetland scientist.*

- v. Hemans Street (CC-EO-2024-004)**
- w. Salisbury Hill (CC-EO-2024-005 & DEP#349-1253)**

Mr. Flint explained that staff visited the site a few weeks ago and saw evidence that the silt fence had been overtaken by turbid water. Staff preformed a follow-up visit during a rain event and noted multiple areas where erosion controls had failed. Turbid water was discharged into the surrounding wetland.

Mark Arnold, Goddard Consulting, provided an update for the applicant and will be working to determine the impacts the turbid discharge had on the wetlands.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to ratify the Enforcement Order.*

*There was no discussion of Items 16 a-h, j-t and v.*

## **17) Communications**

The Commission did not receive any communications during this filing period.

## **18) Approval of Minutes – 05/06/2024**

Mr. Flint stated that the minutes for May 6<sup>th</sup> were not ready for review but should be ready by next meeting.

**19) Open Space Discussion**

**a. God's Acre – Referral from City Council**

Mr. Flint explained that the Law Department needs to review documents for God's Acre.

**20) Policies and Procedures**

**a. Worcester Application Requirements Update**

Mr. Flint requested that the Commission update the application requirements to require applicant to use the upper confidence of the NOAA Atlas 14 for drainage calculations and that only digital copies of filings are required.

*Upon a motion by Commissioner Kirshner, seconded by Commissioner Magliaro, the Commission voted 3-0 by roll call vote (with Chair Truman and Commissioner Nystrom absent) to update the application requirements.*

**Adjournment**

*Upon a motion by Commissioner Magliaro, seconded by Commissioner Kirshner, the Commission unanimously voted to adjourn at approximately 7:45 PM.*