



MINUTES

TOWN OF NORTON

Town Clerk Date/ Time Stamp

RECEIVED
NORTON TOWN CLERK

2019 MAY 30 A 10:38

Board/ Committee: Water Bodies

Meeting Date: April 22, 2019

Members & Staff Present: David Lennon, Brian Brady, Janet O'Reilly, Herb Ellison, Carol Zwicker, Catherine Carr, Patrick Carr,

Members Not Present: Jim Smith, Member from Conservation,

The meeting was called to order at 7:12pm and adjourned at 7:40 pm

Minutes from the February 25, 2019 Meeting were reviewed & Approved as written.

Meeting Motions / Actions and Summary of Discussions:

*Brian Brady motioned to accept minutes
Patrick Carr, second the motion*

CALL TO ORDER

Acceptance of Minutes of February 25, 2019

**Brian Brady motioned to accept minutes
Patrick Carr, second the motion**

OLD BUSINESS.

Dave sent email to Matt. ESS replied April 12, 2019 with Task Order on pdf file. It contained revised budget information and addressed tasks associated with the cost and permit compliance and support.

OPEN SESSION

Mike Masone contacted Dave about joining the Water Bodies Committee, Dave referred him to the Conservation Commission.

WBC has to talk to Jennifer to see if there is any information regarding Run-Off available. Find out what information we have.

Dave suggested the committee attend the Selectmen's Meeting to inquire about the signage not getting done.

Suggestion made that WBC try to get information on depth needed for ramp use.

Brian Brady suggested we get in touch with Office of Fishing and Boating and find out if they will promote use of getting vessel ID's.

New Business

Dave asked Committee to bring back ideas for projects.

Next Meeting May 20, 2019

Adjourn

Herb Ellison motioned to adjourn

Patrick Carr second the motion

Meeting adjourned at 7:40 pm

List of Documents and Other Exhibits used at Meeting:

- ESS Contract Task Order
-
-

Minutes respectfully submitted by: Carol Zwicker, Recording Secretary

Minutes Approved by Committee on: 5/20/19

Chairman Signature: Dave Flew



ATTACHMENT A
Supplemental Information Sheet

CONTRACT TASK ORDER

Town of Norton

Task Order No.:

5

Date: April 11, 2019

Task Order Cost Estimate Breakdown:

		<u>Labor</u>	<u>Expenses</u>	<u>Sub-Consultant</u>	<u>Estimated Cost:</u>
Task 01:	FY20 Services	-	-	-	-
Task 02:	Document User Group Concerns	-	-	-	-
Task 03:	Document User Group Goals	-	-	-	-
Task 04:	Develop Options to Address Concerns	-	-	-	-
Task 05:	Develop Short-term Management Cost Estimate	-	-	-	-
Task 06:	Develop Long-term Management Actions	-	-	-	-
Task 07:	Create Five-year Lake Management Plans	-	-	-	-
Task 08:	Develop Recommendations for Public Outreach	-	-	-	-
Task 09:	Provide Recreational Enhancement Recommendation	-	-	-	-
Task 10:	Meetings	-	-	-	-
Task 11:	Permitting	-	-	-	-
Task 12:	Lake and Pond	-	-	-	-
	Lake and Pond Permit Compliance, Monitoring and On-call Support, FY18	-	-	-	-
Task 13:	Lake and Pond Permit Compliance, Monitoring and On-call Support, FY19	-	-	\$ -	\$ -
Task 14:	Lake and Pond Permit Compliance, Monitoring and On-call Support, FY20	\$ 23,560.00	\$ 690.00	\$ -	\$ 24,250.00
Total Task Order Value:					\$ 24,250.00

Additional Task Order Description:

ESS will assist the Town with compliance with the Orders of Conditions issued by the Norton Conservation Commission and Mansfield Conservation Commission for the management of Chartley Pond, Barrowsville Pond, Norton Reservoir, and Lake Winnecunnet. Costs associated with the proposed work have been included in ESS's cost estimate for this change order. Under this change order, ESS will provide support in addressing the special conditions assigned to the "Contractor," "CLM," or "ESS Group, Inc." including the following services over the course of Fiscal Year 2018:

- Update of vegetation and "Safe Zone" mapping at all four ponds for use in assessing post-treatment conditions. This includes up to three days of field work, development of GIS maps, and submittal of maps to the Conservation Commission. ESS will also share GIS data with the Town's aquatic weed control contractor. ESS assumes the Conservation Commission will allow "Safe Zone" mapping in 2019 to be valid for planned treatments in 2020.
- Review and comment on applicator's 2019 treatment reports on behalf of the Town.
- Submittal of annual CLM report (also called "as-built plans" in OOC), documenting pre- and post-treatment conditions, the management program undertaken, areas treated and herbicide used, and recommendations for future management. Mapping will focus on the plant species targeted for control. One draft and one revised final report are included. ESS will also forward one electronic copy of the final report to the Mansfield Conservation Commission.
- Attendance at year-end meeting with the Norton Conservation Commission to present results of 2019 management program and describe proposed program for 2020.
- Submittal of annual report to the Massachusetts Natural Heritage and Endangered Species Program (NHESP). Report will detail results of 2019 management program at Lake Winnecunnet, as applicable, and make recommendations for 2019 for review by NHESP. Submittal will include one draft for review by the Town and one revision for submittal to NHESP. It is anticipated that this report will need to include elements from both the applicator (SOLitude Lake Management) and ESS. ESS will coordinate with SOLitude Lake Management to complete this report.

On-Call Services:

ESS will provide additional consulting services for the Town, including but not necessarily limited to review of proposals or plans from herbicide applicators, attendance at additional meetings, vegetation mapping, hand pulling of water chestnut, and water quality (non-herbicide) sampling to support treatments on an on-call, as-needed basis. ESS will provide the Town with individual estimates of cost for these activities prior to proceeding. On-call services will be undertaken following approval from the Town.

Assumptions:

- Survey with sub-meter GPS unit will be sufficient to update "Safe Zones" maps. Aquatic plant maps will be developed using a combination of GPS and field sketches.
- A detailed plan on the execution of the treatment project at each pond, including herbicides proposed, concentrations, locations for water quality testing, and an herbicide-specific monitoring plan will be the responsibility of the applicator under a separate contract.
- All treatment notifications, including signage, press releases, letters, newspaper ads, etc. will be the responsibility of the applicator under a separate contract.
- Herbicide water quality sampling is not included, as it is assumed this will be the responsibility of the applicator under a separate contract. However, ESS will review herbicide monitoring results provided by the applicator on behalf of the Town.
- ESS assumes all approvals for Norton Reservoir received from the Norton Conservation Commission will be accepted by the Mansfield Conservation Commission and will not require separate meetings or reports for Mansfield.



100 Fifth Avenue, 5th Floor
Waltham, Massachusetts 02451
p 781.419.7696

CONTRACT TASK ORDER

Project Name: Norton Lake/Pond Management Action Plan - Study and Permitting	Date: April 12, 2018
Project No.: N490-000	Task Order No.: 5
To: Michael D. Yunits, Town Manager Town of Norton 70 East Main Street 0 Norton, MA 02766	Cost Estimate: Previously Authorized Budget: \$142,980 Task Order Amount: \$24,250 Revised Budget: <u>\$167,230</u>
<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee <input type="checkbox"/> Time & Materials NTE <input type="checkbox"/> Lump Sum	

Scope of Work: ☒ Please reference ATTACHMENT "A" for additional detail (if checked).

Task No.	Task Order Service Description	Estimated Cost
Task 01:		-
Task 02:		-
Task 03:		-
Task 04:		-
Task 05:		-
Task 06:		-
Task 07:		-
Task 08:		-
Task 09:		-
Task 10:		-
Task 11:		-
Task 12:		-
Task 13:		-
Task 14:	Lake and Pond Permit Compliance. Monitoring and On-call Support, FY19	24,250.00
Total Task Order Value: \$		24,250.00

☒ Subject to terms & conditions in our original agreement
dated: August 27, 2014

☐ Subject to attached modified terms & conditions.

ESS Group, Inc. Authorization

By

Sign Name

Print Name

Title

Date

Matt Ladewig

Matt Ladewig

ESS Project Manager

April 11, 2019

Client Authorization (Please sign original and return)

By

Sign Name

Print Name

Title

Date

This task order (including all applicable attachments) is hereby accepted and executed by a duly authorized signatory of the company addressed above, who warrants that he/she has full authority to act for, in the name of, and on behalf of said company.

Client Authorization is requested within 3 business days of receipt.

Please note we must receive the signed Contract Task Order prior to release of authorized work product.

