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**City of Amesbury**  
**Lakes and Waterways Commission**  
Meeting Minutes for April 20, 2023  
7:00 PM  
Location: Virtual Webcast Meeting

Attendees: Tom Murphy - Acting Chair, Michael Ebert - *ex officio* Conservation Commission, Cindy Roberts, Tom Volper, Bernadette Lucas, and Art O'Dea  
Completing Minutes: Art O'Dea

I. Administrative Business

A. Call to Order

- This meeting is being conducted under the Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, by Governor Baker. Public access to participate has been made available.
- Tom Murphy called the meeting to order at 7:04 PM and stated a quorum has been met.

B. Review of Past Minutes

- A draft of the minutes of the meeting of March 16, 2023 were previously distributed and no comments were received. Cindy Roberts moved to accept the minutes and Tom Murphy seconded the motion, with all in favor.

II. Engineer's Update

A. Engineer's Report

- Tom Murphy reported on staff changes within the DPW and his recent conversation with Tom Rogers, the Assistant Chief Operator of the Water Treatment Facility. It was reported that water levels are slightly below normal but normal levels are expected soon. Personnel within the DPW and Water Treatment Facility are managing the structures within the watershed despite the vacancies in the DPW director and assistant director positions.

III. Conservation Commission Activity Update

A. Conservation Commission Activity

- Michael Ebert reported that an NOI for a dock on Lake Attitash had been recently approved.
- An ongoing matter is under review on the demolition and replacement of a home at 48 Lake Attitash Road that is within the 100' buffer zone.
- Cindy Roberts asked if there are procedures in place that ensure conformance to regulations, or specifically, if the Conservation Commission has the authority to administer or enforce regulations imposed by the Massachusetts Department of Agricultural Resources (MDAR). Michael Ebert would inquire within the Conservation Commission and Cindy Roberts would reach out to the Conservation Agent Kassy Pearl.

IV. Current Business

A. Membership Status

- Tom Murphy, as Assistant Chair, offered the position of Chair to the group; no one was interested at this time.
- B. Open Spaces Committee
- Tom Volper provided an update on the meeting of the *ad hoc* Committee on open spaces he attended. Proceeds from a grant have been applied to retain a consultant to provide a comprehensive management plan by June, 2023 on best management recommendations for open spaces with consideration of waterways. The committee will oversee the development of a plan and members are encouraged to contribute where possible.
- C. 604(b) Grant
- Cindy Roberts reached out to the consultants working on the grant and noted the staff changes within the DPW could impact progress on the work. Tom Murphy volunteered to reach out to the city to ensure forward progress can be made. Additionally, the consultants were preparing for site visits at the various waterbodies in the city and commission members are encouraged to facilitate this effort where necessary.
- D. MS4 Review
- Tom Murphy noted that with the staffing changes at the DPW it is unclear if the Commission can timely review the Municipal Separate Storm Sewer System (MS4) Stormwater Plan. Tom mentioned he would inquire on the status with the Mayor's office and report in the next meeting.
- E. Miscellaneous Items
- Cindy Roberts reported on the status of the pilot project to purchase, install, and evaluate phosphorus removal apparatus in six catch basins near and around Lake Attitash. The units have been ordered and the DPW will assist with installation when received.
- V. New Business
- A. West Newbury Climate Change Resiliency Committee Request
- The West Newbury Climate Change Resiliency Committee is seeking a Municipal Vulnerability Preparedness grant to evaluate vulnerabilities and potential solutions regarding Merrimack River flooding and sea level rise at River Road and its environs, and has requested that the Amesbury Lakes and Waterways Commission consider submitting a letter of support. The grant would fund efforts to address flood risk and road stability concerns at vulnerable locations subject to flooding of the Merrimack River.
  - The discussion noted that Amesbury has obtained similar funds and similar efforts upstream can only further benefit Amesbury. Upon motion by Cindy Roberts, seconded by Art O'Dea, the members unanimously authorized Tom Murphy to draft and send a letter of support from the Commission to the West Newbury Climate Change Resiliency Committee expressing support for an MVP Action Grant on Evaluating Vulnerabilities and Options to Promote Resiliency on River Road and Environs.
- VI. Adjournment
- Bernadette Lucas moved to adjourn, and Art O'Dea seconded. The meeting was adjourned at 8:28 PM.