

## Meeting Minutes

**Committee or Board:** Lake Wyola Stormwater Erosion Task Force

**Meeting Time, Date, Location:** 7 PM, Thursday, November 14, 2024, online via Zoom

**Members in Attendance:**

Jennifer Wallace, Chair	Present	Bob Douglas	Present at 7:53 PM	Charlene Galenski	Present	Tracy McNaughton	Present
James Moore	Present	Joe Salvador	Present	Tom Siefert	Present	Eric Stocker, Select Board Rep.	Present

**Guests in Attendance:** Mike Stotz

**Meeting:**

1. **Meeting called to order** by Wallace at 7:05 PM.
2. **Review of Agenda** by Wallace.
3. **Public Comment:** None.
4. **Agenda Item. Review Task Force Minutes for October 17, 2024**

Motion: Galenski, Motion to approve the 10/17/24 minutes.

Moore, Second.

Discussion on Motion: None.

Vote: Wallace: Aye, Douglas: Aye, Galenski: Aye, McNaughton: Aye,  
Moore: Aye, Salvador: Aye, Siefert: Aye, Stocker: Abstain

Motion passes with seven Aye, zero Nay, one Abstain.

5. **Agenda Item: Observations from 11/2 and 11/3 site visits**

Wallace requested topical observations about the site visits to Shore Drive and Lake Drive.

Topic of Discharge Points

Moore: Discharge points of runoff water into the lake need to be emphasized. Various discharge points have been mentioned during site visits and meetings. The Task Force needs to identify and look at these points. The west side has at least 3 places where there was known flow of visible sediment at visible discharge points. It could almost always be seen where it was coming from.

Wallace: The Wildlife Habitat Evaluation identified discharge outfalls and it makes sense to look at that.

McNaughton: A site visit in the spring, during the meltdown of snow and before the filling of the lake after the annual winter drawdown, will be a good time to walk the shore and to look at discharge points.

Topic of Road Surface Materials

McNaughton: The site visits showed roads being used for drainage. Runoff from the roads leads to sediment running onto people's properties and then into the lake. So materials of the roadway are important to look at.

Salvador: We talked about paving roads. That could possibly be a good thing.

### Topic of culverts on Town-owned roads

Wallace, Salvador, and Stocker praised the recent FRCOG evaluation of culverts in the Lake Wyola watershed.

Salvador: The FRCOG culvert report showed some culverts on Town roads that need replacement or repair. Can that work be prioritized by the Town during this dry weather spell?

Stocker: As the Select Board rep, Stocker can ask the Highway Superintendent about these culverts. One consideration is whether the budget will allow it.

McNaughton: Maybe some culverts can be more than just repaired. Perhaps some need to be fully re-oriented or otherwise changed up. It seems that the culverts on Wendell Road and Locks Pond Road might have been installed without consideration for things like sediment reaching the lake. Determining the functionality of each culvert is important. The culverts at 333 Locke Pond Road appeared in need of special attention.

### Topic of Private Property concerns

Siefert: How to approach using any private property for the Task Force's goals will be a recurring issue.

Salvador: There is some Town-owned property near the lake that could be utilized for runoff mitigation.

Stocker: During the site visit to Lake Drive it was clearer to see how much the roads are being used for water removal and how private properties are connected to the issue.

Wallace: Using Town-owned property is a great idea where possible.

Moore: There were many important pieces of private land observed at site visits. An intervention with a grant that would help people to keep their shoreline is the best hope.

### Topic of Engineering Studies

Wallace: The Task Force needs engineering expertise to find the right way to make things happen such as using Town-owned parcels to mitigate runoff. Although it is not great to imagine too many studies, perhaps some smaller projects can be tackled while larger studies take place.

McNaughton: Engineering studies will be key.

Moore: Regarding Locks Pond Road, one engineering study could look at putting runoff water into the Sawmill River from the upland side of Locks Pond Road (instead of the current system of diverting the runoff water under the road towards the lake). Putting water into the river could also require an environmental study regarding the salt in the runoff water.

We also need smaller engineering studies for the littler things. Regarding the west side of the lake, studies could look at the use of sump powered sediment traps with outflows, perhaps with some neighbors sharing a trap. Having these traps collecting what comes down from Watson Straights to Shore Drive and then to the lake could solve many problems.

Regarding the east side of the lake, it would seem that neighbors would jump at the opportunity to improve problem points such as at 66 Lake Drive which was observed as a problematic discharge point of water from upland areas on Locks Pond Road. Studying the issue from the top on down is important.

Regarding the S. Laurel Drive and N. Laurel Drive, similar interventions could be studied.

Stocker: Understandably, there is reticence about the costs and timeframes of a large number of engineering studies, but the current practice seems to be just people moving drainage problems around. Studies will help.

Wallace: Agrees that engineering studies are key first steps of implementation plans. Agrees that looking from the top on down is a good approach, an approach that the Conservation Commission also takes.

Salvador: The engineering will likely need to set something up from all the way at the top to the bottom.

Galenski: After our consideration of culverts and sediment, the Task Force looks to be at the point now where we need to get the engineering studies done. It does seem important to start at the top. The expense of the engineering studies seems worth the expertise that it will get us. Using traps like the sump powered sediment trap with outflow at 59 Shore Drive seems like a good idea. We cannot rely on private property owners taking the work upon themselves to clear out problem areas, regarding what they observed that the owner of 16 Lake Drive does.

Wallace: The Task Force is supposed to identify to the Select Board what the main issues are, recommend how to address them, and find funding for the recommendations. So, maybe the engineering studies will be a first recommendation that we make about what we have identified so far.

MacNaughton: Asked Douglas what would be appropriate for an engineering study to look at.

Douglas: There would probably be preliminary studies identifying problem areas and structural plans. Doing several engineering studies and researching several different grants will be key. The smaller studies can be used as a springboard for applying for large “million-dollar” grants for expensive projects.

Moore: It might be best to break up the engineering studies into parts. One part might be for example to get advice for what sort of material or gravel on the roads would not get washed out so easily.

Galenski: Asked Douglas how much engineering studies might cost.

Douglas: Estimated it at thirty thousand dollars.

## **6. Agenda Item: Researching funding opportunities outlined by FRCOG**

### Topic of grant writing

Douglas: Grants are out there for engineering studies.

Stocker: There is the question of who the applicant would be for grants: the Town? The Lake Wyola Association? The Task Force could suggest itself as being the applicant on behalf of the Town.

Galenski: Who writes grant applications for the Town?

Stocker: Usually the Town Administrator, but the Town does not have a full-time TA at the moment.

Wallace: We might also apply as a partnership. We could get mentoring on grant writing and project design. Maybe we will propose a public-private partnership for the key areas that we have identified.

Galenski: The LWA has not done any grant writing. But the LWA board could discuss it and might be able to assist with the grant writing.

McNaughton: Asked Douglas what the Task Force can do in preparation to apply for a grant.

Douglas: One thing is to look at approved grants from the past year and copy them.

Galenski: Where are previous approved grants to be found?

Douglas: Searching the MVP (Municipal Vulnerability Preparedness) grants would be doable. The town of Chester received an MVP grant for muddy roads.

Galenski: Did Shutesbury get an MVP grant recently?

Stocker: Yes, but the truck that the Town would buy with the MVP grant is no longer available, so there is a snag at the moment.

Stocker: FRCOG might be able to help with grant writing too.

Wallace: We need to invite FRCOG to meet with us.

#### Topic of funding sources

Salvador: Does FRCOG have money that they can grant directly?

Stocker: FRCOG doesn't have its own grant funds to give out.

Wallace: One question is whether we all (Town, Lake Wyola Association, etc.) want to enter into a partnership and commit.

McNaughton: As for public-private partnership, since LWA is a 501c3 organization, that status might make a key positive difference for eligibility for grants.

Moore: Can a politician be approached about getting a grant? Does the lake's status as a Great Pond mean that whoever administers Great Ponds in the state might have money for Great Ponds available?

Galenski: The Town owns the lake

McNaughton: As a Great Pond, the lake is by definition public. Town owns the land, the State owns the water.

Douglas: A Great Pond is probably State jurisdiction.

Stocker: Volunteered to look into whether Community Preservation funds might be available for public-private projects.

Wallace: The environmental fund of the Lake Wyola Association might have resources.

## **7. Agenda Item: Researching funding opportunities outlined by FRCOG**

### Topic of assigning research tasks

Wallace: Finding the appropriate grants is really important and it is going to require mutual cooperation. Referring to a list of grants in the FRCOG Watershed Based Plan for Lake Wyola, Wallace asked members to volunteer to research the grant more and report back at the next Task Force meeting.

The assignments are:

Douglas

[Municipal Vulnerability Preparedness \(MVP\) Action Grant Program](#)

Galenski

[Long Island Sound Futures Fund \(LISFF\)](#) through the National Fish and Wildlife Foundation (NFWF)

McNaughton

[Section 319 Nonpoint Source Competitive Grant Program](#)

Moore

[604b Water Quality Management Planning Grant Program](#)

Siefert

[FEMA Hazard Mitigation Grant](#)

Stocker

[Town Ch. 90 funds](#)

Wallace

[Massachusetts Environmental Trust](#)

### Topic of study and grant partnerships with other Town bodies and LWA

Wallace: The Task Force heard from Mark Rivers about the coming together of bodies such as the Lake Wyola Advisory Committee, the Conservation Commission, and our Task Force in creating a priority list. Is this part of our Task Force's charge, to have joint decisions about authorities? For example, sedimentation from Fiske Brook is not what we are looking at. The eventual engineering studies might narrow the scope of our Task Force in such a way that the Task Force might not address the Fiske Pond system but instead only what we will have identified with road systems.

Salvador: The engineering studies will likely force out coordination.

Stocker: It is fine to be doing it by ourselves. The engineering studies will eventually bring in everybody. Our Task Force is prioritizing roads, so we are okay.

McNaughton: The priority for us is the silt from roads.

Wallace: Announced that she will visit and give updates to LWAC and the ConCom in the coming weeks. The Task Force could invite them to visit us too.

Galenski: Noted that Wallace will be starting the process by sharing information with LWAC and ConCom. Our Task Force should be able to get good feedback.

Wallace and Galenski: Arranged that Wallace will also visit and update the Lake Wyola Association at the next LWA Board meeting on December 17 at 7:00 PM.

## **8. New Business**

Wallace: Reminded members that the report on the west side that she shared contains things beyond engineering that could be worked on while bigger things are being taken care of.

## **9. Next Meeting**

The next Task Force meeting will be: **Thursday, December 19 at 7:00 PM.**

## **10. Adjournment**

Motion:                   McNaughton, Motion to Adjourn.  
Moore: Second.

Vote:   Wallace: Aye,           Douglas: Aye,    Galenski: Aye,    McNaughton: Aye,  
          Moore: Aye,            Salvador: Aye,   Siefert: Aye,     Stocker: Aye

Motion passes with eight Aye, zero Nay.

Meeting adjourned at 8:44 PM

## **Link to Video record of meeting:**

<https://www.youtube.com/watch?v=5FcKaFR4Wyg&list=PLUyASF8dRTxvfmudbTnZ-A4sv95EaygME&index=2&pp=iAQB>

**Documents used:** None.

## **Minutes submitted by:**

Tom Siefert