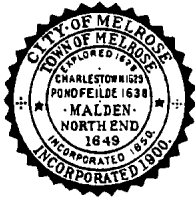


**RECEIVED**

By City Clerks Office at 10:19 am, Dec 23, 2025



## CITY OF MELROSE

## CONSERVATION COMMISSION

MICHAEL PAIEWONSKY  
Chair

City Hall, 562 Main Street  
Melrose, Massachusetts 02176  
Telephone - (781) 979-4312  
Fax - (781) 979-4290

### Melrose Conservation Commission Minutes for November 20, 2025

**Present:** Chair Michael Paiewonsky, Paul Moore, Forrest Tiedeman, Emily Anderson, and Associate members Dorian Rose and Cole Lepler

**Absent:** Jason Jancaitis, Craig Molway, and Charles McCabe

**Staff present:** Ingrid Winkler

**Chair Paiewonsky opened the public meeting at 7:32 pm. All members participated in person.**

**Public Comment:** None.

#### **Review of Minutes:**

Conservation Commission members reviewed draft minutes from the October 16, 2025, meeting.

**Motion made by Mr. Paiewonsky to approve meeting minutes for the October 16, 2025, meeting, seconded by Mr. Moore. Motion was approved 4-0.**

#### **Public Hearing:**

**Notice of Intent – DEP # 217-0234**

**Owner/Applicant:** Donald Stead, L Pond, LLC

**Project Location:** 28 Crystal Street

**Representative:** Mark Sleger, P.E. of ALAN Engineering, LLC

**Project Description:** Construction of a new two-family dwelling with driveways and associated utilities partially within Bordering Land Subject to Flooding and within the 100-foot buffer zone to Bordering Vegetated Wetlands (BVW).

**Documents Presented:** Notice of Intent Plan, site photos

Mr. Sleger described the project. The subject site abuts Ell Pond with BVW extending approximately 5 feet from the shore of Ell Pond. The BVW has been flagged. A portion of the lot is within Zone AE Special Flood Hazard Area with Base Flood Elevation (BFE) of 49.9. The surveyed location of the BFE line is shown on the Notice of Intent Plan.

The proposed dwelling would be outside of the floodplain, however, approximately 7 cubic feet of flood storage between elevation 49.5 and elevation 49.9 will be filled in to accommodate the supports for one of the decks on the rear of the proposed dwelling. The proposed plan would mitigate this loss of flood storage volume by providing 27 cubic feet of compensatory flood storage resulting in a net increase of 20 cubic feet of flood storage on the site.

There will be a walk-out basement at the rear of the building. The garages would be at elevation 55.5 and the first floor elevation would be approximately 59.2.

No work will occur within 15 feet of the BVW. The foundation is proposed to be approx. 38 feet from the edge of the BVW. The compensatory storage and a proposed roof drain infiltration system behind the dwelling will be at least 20 feet from the BVW and provide improvements to existing conditions through stormwater management.

Erosion control would consist of mulch wattles and silt fence to be installed along the 15-foot wetland buffer and along the north and south property boundaries. These BMPs would remain in place until all disturbed areas have been stabilized.

Mr. Paiewonsky and Mr. Moore had questions about the elevations of the fill and compensatory storage, respectively. Mr. Sleger confirmed that fill and compensatory storage are at the same elevation, between 49.5 and 49.9. Ms. Anderson asked about the elevations of the proposed roof drain infiltration system. Mr. Sleger will double-check and provide exact elevations. Ms. Anderson requested that the elevations of the infiltration system be clearly shown on the as-built plans. Mr. Paiewonsky mentioned removal of invasive vegetation near the shoreline as part of the landscaping and cleanup of the property. The Commissioners decided that any removal of vegetation within 20 feet of Ell Pond must be authorized by the Conservation Commission or its agent prior to any disturbance and a planting plan with native plants must be approved prior to landscaping.

**Motion made by Mr. Paiewonsky to close the public hearing, seconded by Mr. Tiedeman. Motion was approved 4-0.**

**Motion made by Mr. Paiewonsky to issue an Order of Conditions approving the project with the following special conditions added:**

- As-built plans must clearly show elevations of the roof drain infiltration system;
- Applicant or representative must obtain approval from the Conservation Commission or its agent prior to any disturbance of vegetation within 20 feet of Ell Pond and submit a planting plan to be approved prior to landscaping;
- An “as-planted” plan must be submitted with the request for the Certificate of Compliance along with a statement documenting any deviations from the approved planting plan.

**Motion was seconded by Mr. Moore.**

**Roll call vote: Michael Paiewonsky – Yes, Paul Moore – Yes, Forrest Tiedeman – Yes, Emily Anderson – Yes.**

**Motion was approved 4-0 in favor.**

**Discussion:**

### **Encroachment updates – 155-157 Main Street**

The property owner, Mr. Gilcelio Souto was present. He presented his alternative plan for compliance with the letter sent by the Conservation Commission on September 22, 2025, notifying him that the garage and debris encroaching on adjacent Conservation land must be removed by March 31, 2026. The garage was built before Mr. Souto purchased the property in 1998. Mr. Souto has used the garage and over the years extended it, encroaching further onto the abutting Conservation land. He said that he would remove the additions but asked again whether he could leave the garage intact since he does not have the financial means to remove it. Mr. Paiewonsky explained that the Conservation land is protected by Article 97 for the purpose of conservation and that the garage must be removed. The Conservation Commission would be willing to extend the deadline for removal, however. Mr. Moore suggested that if Mr. Souto could come before the Commission again prior to the March 31, 2026, deadline, with a cost estimate for removal of the garage and a reasonable timeline of when the work would be completed, showing good faith effort, the Commission would be willing to work with Mr. Souto and consider extending the deadline.

### **Unpermitted work within jurisdictional areas – 110 Sycamore Road**

The property owners have engaged an engineering firm and plan to submit a request for a Certificate of Compliance and a NOI in time to be considered at the next meeting.

### **Pond maintenance**

Staff will meet with the Auditing and Planning Departments in early 2026 to discuss requesting free cash and earmarks to help cover the cost of treating the Towners, Swains, and Ell Ponds in Spring and Fall of 2026. A proposal for Sonar treatment of Towners Pond was submitted by Water & Wetlands, Inc. and a proposal for hydro-raking at Towners Pond was submitted by New England Aquatic Services. The cost for hydro-raking would be \$2,700 per day and they recommend 5-10 days per season at a total cost of \$13,500 - \$27,000.

**Dedication of Bench in Memory of Eric Devlin** to take place at Ell Pond on November 21, 2025.

### **New and other items:**

The Conservation Commission is considering purchasing trail cameras to help deter illegal dumping in certain areas around the City. The Commission also discussed whether the Conservation land parcel on Leonard Road is protected by Article 97; staff will inquire with the City Solicitor.

**The next regularly scheduled meeting will be December 18, 2025, at 7:30 PM.**

**Motion made by Mr. Moore to adjourn, seconded by Mr. Paiewonsky. Motion was approved 4-0.**

**Meeting adjourned at 8:31 PM.**

Pursuant to the 'Open Meeting Law, M.G.L. 39, 23B, the approval of these minutes by the Commission constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Commission as to the completeness or accuracy of such statements.