

Conservation

CONSERVATION 011710

Personnel Services

Salaries Clerical
Longevity

Total

Expenses

Supplies and Expenses

Total

TOTAL BUDGET

	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 TM ADOPTED	FY2024 REQUESTS	FY2024 PROPOSED
	\$12,926	\$16,546	\$16,080	\$16,776	\$17,309	\$17,309	
	\$375	\$375	\$425	\$425	\$425	\$475	
	\$13,301	\$16,921	\$16,505	\$17,201	\$17,734	\$17,784	\$0
	\$2,737	\$2,396	\$3,905	\$4,248	\$4,777	\$4,777	
	\$2,737	\$2,396	\$3,905	\$4,248	\$4,777	\$4,777	\$0
	\$16,038	\$19,317	\$20,410	\$21,449	\$22,511	\$22,561	\$0

DEPARTMENT: Conservation Commission

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The Millis Conservation Commission is responsible for the administration and enforcement of the regulations associated with the Massachusetts Wetlands Protection Act ("WPA") (Chapter 131 of the MA General Laws), Article XIX, Town of Millis Wetlands Protection Bylaw and associated Wetlands Protection Rules and Regulations. In addition, the 2019 Open Space and Recreation Plan ("OSRP") lists twenty-three properties for which the Commission has management responsibilities.

Programs and Sub-Programs

Consider and list the actual Programs and Sub-Programs Executed by the Department

Accomplishments

Describe the major describable accomplishments or measurable activities in FY23 or CY22. Use statistics whenever possible.

The Conservation Commission typically meets once to twice monthly to conduct public hearings, address wetland concerns, review applications/plans, and issue Order of Conditions and numerous other permits, etc. on proposed projects. Additionally, members of the Commission participate in numerous site visits. There are approximately 34 open Orders of Conditions for activities that the Commission oversees under the Wetlands Protection Act. Five new OOCs were issued in CY22. The ConCom periodically visits these sites to monitor activities. They also conduct site visits at the completion of projects prior to issuing a Certificate of Compliance. In addition, the ConCom evaluates proposed projects to determine whether they are subject to the WPA. Two Cease and Desist Orders were issued in CY22 by the Commission. Pleasant Meadow Farm was improved (tables/benches). Conway School has been engaged to work on a Land Use Plan for 14 Town-owned properties.

FY24 Departmental Goals

Describe the initiatives and accomplishments planned for FY24

The Conservation Commission proposes the following ongoing activities for FY24 in addition to its routine jurisdictional responsibilities:

Working with the Conway School of Landscape Design, Inc. from January 2023 through March of 2023 for a Public Lands Land Use Plan for 14 Town-owned properties. Funding sources will then be sought based on the recommendations made. (Note: the 2019 "OSRP" recommended that the Town-owned properties, including those designated as conservation lands, be evaluated and mapped based on their resources to improve their value to the Town. The Commission has been tasked with this project and the Conway School study will help meet the requirements of that plan.)

Continued improvements to properties managed by the Commission.

Spending Highlights for FY24

Explain any significant budget changes from FY23

The Conservation Commission proposes only that which is absolutely necessary for the adequate protections of the environment and natural resources of the Town of Millis. HOWEVER, the Commission endeavors to fulfill its charter with seven volunteer commissioners, a part-time administrative support person, and outside consultants as necessary. This is accomplished **without** a Conservation Agent. The addition of an agent would enhance enforcement, follow-up, and community outreach. The Commission is hopeful that there may be future discussion on this issue.

Non-tax Funding

List any expected non-tax revenues that will be used to fund department activities, including an estimate to be received.

The Millis Conservation Commission approved and adopted the Town of Millis Wetlands Protection Rules and Regulations to be promulgated under Article XIX, Wetlands Protection Bylaw, effective August 6, 2007. The Commission can require applicants to cover the cost of engineers, wetland scientists, wildlife biologists or other experts in cases where they are needed. Wetland filing fees are collected under the Wetlands Protection Act. By law, these funds must be deposited into the Town of Millis Wetlands Protection Fund.

PERSONNEL SUMMARY

NAME	POSITION-PAY ITEM	CURRENT TOTAL ANNUAL SALARY	HRS/WEEK	GRADE	STEP	ANNIV DATE	ANNUAL SALARY # WKS/HRS @ SAL	BASE SALARY	OTHER PAY	LON-GEVITY	TOTAL SALARY
CAMILLE STANDLEY	DEPT. ASSISTANT II	\$17,734.00	12	6	10	9/14	52 WK SX 12 HRS X \$27.65 / HR	\$17,308.90		\$475.00	\$17,783.90
SUBTOTAL/TOTAL								\$17,308.90	\$0.00	\$475.00	\$17,783.90