

TOWN OF SPENCER

Office of Development & Inspectional Services

Planning Board
Zoning Board of Appeals
Conservation Commission
Board of Health

Town Planner
Inspector of Buildings
Health Agent
Conservation Agent



Memorial Town Hall
157 Main Street
Spencer, MA 01562

Tel: 508-885-7500 ext. 180
Fax: 508-885-7519

The Conservation Agent is authorized to:

- Issue Notices of Violation, Enforcement Orders, and Emergency Certifications as appropriate to be ratified by the Commission at its next scheduled meeting
- Issue tickets and fines for violations not corrected after a Notice of Violation or Enforcement Order has been issued.
- Conduct inspections and site walks for the Commission.
- Verify wetland delineations.
- Approve erosion control measures during field inspections.
- Require installation of new erosion control measures based on field inspection. New measures to be ratified by the Commission at its next scheduled meeting.
- Represent the Commission at staff meetings, meetings of other Spencer boards and committees, inter-town meetings and meetings with state agencies;
- Speak for the Commission to the Public for public education.
- Speak for the Commission to the Public on other matters as requested by the Commission at a meeting of the Commission
- Accept or reject for the Commission submissions to the Commission based on completeness or other procedural requirements of the Wetlands Protection Act, its regulations or the Spencer Wetlands Bylaw.
- Review and sign off on Building Permit Application
- Coordinate all peer review

SPENCER CONSERVATION COMMISSION

Mary McLaughlin

Charles Belknap

Wendy

3/24/21

2021 MAR 29

3-24-21

date

NOTE: As per the vote of the Conservation Commission on 3/10/21, this policy is to be reviewed upon the change of the Conservation Agent.