

**HARVARD CONSERVATION COMMISSION  
MINUTES OF MEETING  
JULY 6, 2017  
APPROVED: AUGUST 3, 2017**

Chairman Paul Willard called the meeting to order at 7:01pm in the Town Hall, 13 Ayer Road, under MGL Chapter 131 §40 the Wetland Protection Act and the Code of the Town of Harvard Chapter 119 the Wetland Protection Bylaw

**Members Present:** Paul Willard, Don Ritchie, Jaye Waldron, Joanne Ward and Jim Burns

**Others Present:** Liz Allard (LUB Admin), Mark Shaw, Ryan William, Jim Lee (HCT), Pam Durrant (HCT), Jack Whelan, Christopher Jones, Sue Ginouves and Michelle Ginouves

**Levinson Land Trail Improvements presented by Ryan Williams**

Ryan Williams, an Eagle Scout here in Town, was present to discuss his proposed trail improvements to the Levinson Land along East Bare Hill Road. The land is owned by Harvard Conservation Trust and consists of an old woods road that is overcome with invasive plants. The trail is at the edge of the 100' wetland buffer zone. Work to improve the trail will include the clearing of brush and the removal of trees, which will be completed with the use of a tractor and chainsaw. The trail width will be maintained at two to three feet. The improvement to the trail will allow for connection to additional open space in Bolton.

Don Ritchie made a motion to approve the improvements to the trail on the Levinson land along East Bare Hill Road as detailed in the material provided without any need to file an application with the Conservation Commission. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion.

**Election of Officers**

With other members absent, the members present agreed to wait until the next meeting to elect officers.

**Approve Invoice**

Liz Allard stated the Commission has received the following invoice for inclusion on the next bill warrant:

- MACC - \$792.00

Don Ritchie made a motion to approve the above mentioned invoice. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

**Request to Extend the Order of Conditions – 70 Westcott Road, DEP#177-631**

Don Ritchie made a motion to extend the Order of Conditions for Webber and Rebecca Hsiao at 70 Westcott Road, DEP#177-631, to August 26, 2020. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion.

**Request for Certificates of Compliance**

Don Ritchie made a motion to issue a Certificate of Compliance for Boston Gas Company, Massachusetts Ave, DEP#177-552. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

Don Ritchie made a motion to issue a Certificate of Compliance for Ted MacMahon, 95 Oak Hill Road, DEP#177-527. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion.

**ZBA Request for Comments**

The Commission received the following applications from the ZBA for comments:

- Special Permit, 202 Ayer Road

- Variance, Brown Road (Map 36 Parcel 95)

The Commission had no comments in regards to the Brown Road application. As for 202 Ayer Road, the Commission requested the Agent review the previous filing for the location to determine if the proposed structure will be within their jurisdiction.

### **Forestry Plan**

Liz Allard had previously distributed a Forest Cutting Plan for Carl & Sara Warren at 35 Sheehan Road. Don Ritchie and Jim Burns agreed to review the site to verify the wetland boundaries. If all is well with the wetland boundary the Commission's only request would be to conduct the activity in the winter.

**Continuation of a Notice of Intent Hearing – Department of Public Works, Littleton Road, Harvard#0517-08.** Opened at 7:30pm

**Request for Determination of Applicability Hearing – Susan Ginouves, 311 Still River Road, Harvard#0617-01.** Opened at 7:37pm

### **Volunteer Application – Mark Shaw**

Mark Shaw was present to discuss his interest in being a part of the Conservation Commission. Mr. Shaw stated he has an interest in open space, being outside and is a local Scout Master. Mr. Shaw stated he has a renewed sense of the types of activities before the Commission since attending the last several meetings.

After a brief discuss on the aspects of the member and associate member positions, Jim Burns made a motion to recommend to the Board of Selectmen the appointment of Mark Shaw as an associate member of the Conservation Commission. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

### **Open Space Protection Strategy & Plan**

Members agreed to further discuss this plan at the next meeting at which Wendy Sisson and Peter Dorward would be present.

### **Priority Mapping in the SuAsCo Watershed**

Liz Allard has not had an opportunity to review the map as requested. This item was postponed to the next meeting of the Commission.

### **Licensing of Conservation Land Update**

Joanne Ward has nothing new to report as she is still compiling the information on the history of fees collected by the Commission for licensed land around town.

### **Follow-up to activity on Cruft Lane within Buffer Zone of a Resource Area**

There was nothing new at this point to report on this matter.

### **Adjournment**

Jim Burns made a motion to adjourn the meeting at 9:00pm. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,  
Liz Allard Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Continuation of a Notice of Intent Hearing Meeting Minutes  
Town of Harvard Department of Public Works  
Littleton Road, Harvard#0517-04  
July 6, 2017**

The public hearing was opened at 7:30pm by Chairman Paul Willard under the Massachusetts Wetland Protection Act, Ch. 131 §40 and the Harvard Wetland Protection Bylaw, Chapter 119 of the Code of the Town of Harvard in the Town Hall, 13 Ayer Road, Harvard

**Members Present:** Paul Willard, Don Ritchie, Jaye Waldron, Joanne Ward and Jim Burns

**Others Present:** Liz Allard (LUB Admin) and Mark Shaw

This hearing was continued from June 15, 2017 for a Notice of Intent filed on behalf of the Harvard Department of Public Works for the installation of two culverts along Littleton Road between telephone poles 12 and 13, and 23 and 24 within the resource area.

Liz Allard stated the Department of Environmental Protection file number has been received with a comment that riverfront area was not indicated on the application; the applicant should provide information to the Commission for its review. Ms. Allard stated Tim Kilhart indicated there will be about 400 square feet of alteration, which will be stabilized with riprap.

With no further questions, Jim Burns made a motion to close the hearing and issue an Order of Conditions with the following conditions:

- Work shall be conducted in the dry season, and
- The Conservation Agent shall be notified prior to the commencement of any activity at the two locations.

Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Request for Determination of Applicability Hearing Meeting Minutes  
Susan Ginouves, 311 Still River Road, Harvard#0617-01  
July 6, 2017**

The public hearing was opened at 7:37pm by Chairman Paul Willard under the Massachusetts Wetland Protection Act, Ch. 131 §40 and the Harvard Wetland Protection Bylaw, Chapter 119 of the Code of the Town of Harvard in the Town Hall, 13 Ayer Road, Harvard

**Members Present:** Paul Willard, Don Ritchie, Jaye Waldron, Joanne Ward and Jim Burns

**Others Present:** Liz Allard (LUB Admin), Mark Shaw, Jack Whelan, Christopher Jones, Sue Ginouves and Michelle Ginouves

This hearing is for a Request for Determination of Applicability filed on behalf of Susan Ginouves for the installation of a drinking water well within the 100' wetland buffer zone at 311 Still River Road, Harvard.

Susan Ginouves was present to discuss her plan to install a new well as her current well is producing an insufficient quantity of water and the prospective buyer has requested a new well be installed prior to the sale.

A site walk conducted this week and a review of a previous filing with the Commission revealed conditions have not been fully met on the site per the Order of Conditions. Ms. Ginouves will work with the Conservation Agent to resolve the issues and achieve a Certificate of Compliance for the previous filing (DEP#177-347).

Don Ritchie made a motion to close the hearing and issue a Negative 3 Determination of Applicability with the condition that the erosion control barrier shall be inspected by the Conservation Agent prior to installation of the well. Joanne Ward seconded the motion. The vote was unanimously in favor.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

## **EXHIBITS & OTHER DOCUMENTS**

### **Conservation Commission Agenda, dated July 6, 2017**

#### **Levinson Land Trail Improvements presented by Ryan Williams**

- Email from Ryan William, subject: Levinson Trail Head, dated June 20, 2017
- Screen Shot 2017-06-20 at 12.52.07PM
- Screen Shot 2017-06-20 at 12.52.21PM
- Screen Shot 2017-06-20 at 12.37.50PM

#### **Approve Invoice**

- Massachusetts Association of Conservation Commissioners, MACC Annual Dues  
Fiscal Year 2018, Invoice# FY18125, dated 7/1/2017

#### **Forestry Plan**

- Forest Cutting Plan and Notice of Intent under MGL Chapter 132 for Carl and Sara Warren, dated 6/18/2017

#### **Volunteer Application – Mark Shaw**

- Town of Harvard Volunteer Application of Mark Shaw, dated 6/27/2017