

**HARVARD CONSERVATION COMMISSION  
MINUTES OF MEETING  
SEPTEMBER 17, 2020  
APPROVED: FEBRUARY 4, 2021**

Chair Don Ritchie called the meeting to order at 7:03pm, virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A §20, under MGL Chapter 131 §40 Wetland Protection Act and Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw

**Members Present:** Don Ritchie, Wendy Sisson, Paul Willard, Jaye Waldron, Joanne Ward, Jim Burns, Mark Shaw and Eve Wittenberg (Associate Member)

**Others Present:** Liz Allard (Land Use Boards Administrator/Conservation Agent), Marty Green (Harvard Press), Ed Bernice, Ashley Kaminski, Daniel Tracey, Brandon Ducharme (Ross Associates, Inc.), Tom Cotton (Deer Management Subcommittee), Jason Cole (Deer Management Subcommittee), Bob Douglas (Deer Management Subcommittee), Greg Smith, Robert Stoffel and Dan Daley

**Request for Certificate of Compliance – 193 Old Littleton Road, DEP#177-590**

Wendy Sisson made a motion to issue the Certificate of Compliance for 193 Old Littleton Road. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye.

**Approve Minutes – August 6, 2020**

This item was passed over

**Approve Invoices –Oxbow Associates, \$750.00**

Joanne Ward made a motion to approve the current invoice from Oxbow Associates, as well as an upcoming invoice from Oxbow Associates in the same amount for invasive control on conservation land. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye

**Update on Pine Hill Village Stow Road**

Don Ritchie reviewed the site this week and found the septic system for the Pine Bank neighborhood is still not completed as the necessary components have not arrived to connect it to power. In general, the site is in good condition.

**Deer Management Subcommittee**

- General Information
  - The number of qualified hunters who are Harvard residents is 8
  - Qualified hunters' information shall be provided to the Land Use Administrator/Conservation Agent
  - Zone 10 needs a trailhead sign
  - The DMS shall provide updates to the Commission by noon on Tuesday the weeks the Commission is meeting; during hunting season this will increase too weekly
- Data Collection Forms
  - Liz Allard is still unable to access the date form
  - The log shall be shared with the Commission on a weekly basis; which will be provide by the Land Use Administrator/Conservation Agent
  -
- Trailhead Signage
- Hunting Regulations

- Limit the number of hunters to ten in zone 10 (Daman/Stephen land) or less
- Dogs on leash restriction was discussed and remained as drafted
- Not all tree stands will be in a fixed location
- The regulations shall end at condition #13, with the remainder being in a separate document, such as a best practices document
- Include hunters shall be 75' from any trail
- These regulations shall be posted on the Town website
- No natural urine will be allowed

Jim Burns made a motion to approve the Deer Management Program Rules and Regulations 2020 as amended this evening. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye. Joanne Ward abstained from voting.

Jim Burns made a motion to approve the letter to the letter that will be provided to all abutters of the conservation lands that have been approved for this controlled hunt with the minor edits made this evening. Mark Shaw Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye. Joanne Ward abstained from voting.

Jim Burns made a motion to approve the Harvard Deer Management Program Identification Tag, which shall include the Harvard Conservation Commission acorn logo. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye. Joanne Ward abstained from voting.

Jim Burns made a motion to approve the Harvard Deer Management Program car dash tag as revised this evening. Mark Shaw Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye. Joanne Ward abstained from voting.

The proposed parking plan will be discussed at the next meeting of the Commission.

**Continuation of a Notice of Intent Hearing – Edward Bernice, Lot C Old Shirley Road (Map 8 Parcel 72), DEP#177-691, Harvard#0820-02.** Opened 7:37pm

**Continuation of a Request for Determination of Applicability Hearing – Robert Stoffel, 21 Candleberry Lane, Harvard#0820-01.** Opened 7:48pm

### **Adjournment**

Jim Burns made a motion to adjourn the meeting at 8:35pm. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye.

Respectfully submitted,

Liz Allard,  
Land Use Administrator/  
Conservation Agent

### **EXHIBITS & OTHER DOCUMENTS**

- Conservation Commission Agenda, dated September 17, 2020

- Sewage Disposal System, Edward Bernice, Old Shirley Road, Harvard, MA, Lot No.: Lot C, Assessor Map: 8, Assessor Parcel:72; Job No.: 20765, Plan No.: L-14100, prepared by David E. Ross Associates, Inc., revised 9/9/2020

**Harvard Conservation Commission  
Continuation of a Notice of Intent Hearing Minutes  
Edward Bernice, Lot C Old Shirley Road  
DEP#177-691, Harvard#0820-02  
September 17, 2020**

The public hearing was opened at 7:37pm by Chair Don Ritchie under MGL Chapter 131 §40 Wetland Protection Act and the Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A §20.

**Members Present:** Don Ritchie, Paul Willard, Wendy Sisson, Jaye Waldron, Joanne Ward, Jim Burns, Mark Shaw and Eve Whittenberg (Associate Members)

**Others Present:** Liz Allard (Land Use Administrator/Conservation Agent) Ed Bernice and Brandon Ducharme (Ross Associates, Inc.)

This hearing was continued from September 3, 2020 for a Notice of Intent filed on behalf of Edward Bernice for the construction of a single-family dwelling within the 100' wetland buffer zone at Lot C Old Shirley Road, Harvard.

The Commission had previously requested the wetland line be reviewed prior to issuing an Order of Conditions. This review has been conducted and confirmed by members of the Commission. Wendy Sisson made a motion to close the hearing and issue an Order of Conditions with the standard special conditions. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Continuation of Determination of Applicability Hearing Minutes  
Robert Stoffel, 21 Candleberry Lane, Harvard#0802-01  
September 17, 2020**

The public hearing was opened at 7:48pm by Chair Don Ritchie under MGL Chapter 131 §40 Wetland Protection Act and the Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A §20.

**Members Present:** Don Ritchie, Paul Willard, Wendy Sisson, Jaye Waldron, Joanne Ward, Jim Burns, Mark Shaw and Eve Wittenberg (Associate Member)

**Others Present:** Liz Allard (Land Use Administrator/Conservation Agent), Greg Smith and Robert Stoffel

This hearing was continued from September 3, 2020 on a Request for Determination of Applicability filed on behalf of Robert Stoffel for conversion of an existing deck into a three-season porch with new footings within the 100' wetland buffer zone at 21 Candleberry Lane, Harvard.

The Commission conducted a second site visit recently to review the location of the proposed cul-tec system would be located. The Commission agreed they preferred option #2 for the collection of Stormwater on the site. Work to conduct the installation of the system will be by way of a mini-excavator. A siltation barrier shall be installed within the work areas, and shall be inspected by the Conservation Agent prior to the commencement of construction.

Jim Burns made a motion to close the hearing and issue a Negative#3 Determination of Applicability with the above mentioned conditions. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, aye, Paul Willard, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, aye and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent