

**HARVARD CONSERVATION COMMISSION  
MINUTES OF MEETING  
OCTOBER 16, 2014  
APPROVED: NOVEMBER 6, 2014**

Chairman Paul Willard called the meeting to order at 7:03pm in the Town Hall Meeting Room 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, Wendy Sisson, Charlie Gorss, Jim Breslauer, Jaye Waldron, Joanne Ward and Jim Saalfeld (Associate Member)

**Others Present:** Liz Allard (LUB Admin), Bill Hannigan (Hannigan Engineering) and Mark Adams (Harvard Snowmobile Club)

**Harvard Snowmobile Club 2014 Project Update**

Mark Adams, from the Harvard Snowmobile Club (HSC), was present to discuss the projects planned for this year on the trails by the HSC. Mr. Adams explained the HSC had their first club meeting last night and expect to be out on the trails over the next few weekends to clear the trails, which includes the mowing of the top of Dean's Hill, and the repair of the existing bridge on the Bromflet Land. Mr. Adams stated the HSC discussed the erosion issue on Holy Hill, which they would like to improve. Snowmobile trail signage will be installed after Thanksgiving. Wendy Sisson asked if the proposed trail work would just be routine maintenance. Mr. Adams stated it would. The HSC is looking to widen some of the trails on the southern part of town, but have no specific locations as of yet. The maintenance to the trails will not require the cutting of any trees, just taking down any fallen limbs, with no widening of any existing trails. Mr. Adams stated if the HSC finds there to be a location that may require improvement they will be in touch with the Commission.

In regards to Holy Hill, Joanne Ward asked how close the trail comes to the dancing ground. Mr. Adams stated there is no trail through the dancing grounds; at the top of hill, the trail goes to the right and down around the other side of Holy Hill. Mr. Adams suggested the existing trail that has become eroded along the southern slope could be re-routed and course stump-grind over star-pac could be installed over the eroded trail. The use of water bars were suggested to help with the erosion of the slope. Jim Breslauer suggested the snowmobiles use the yellow trail to gain access to the top of the hill. Mr. Adams stated that is the trail that is eroded. Ms. Sisson stated she would be opposed to the suggested improvement; essentially what needs to be done is to determine a way to keep all activity off of the eroded area. Ms. Sisson suggested a new trail to the right of the existing trail with a switchback to avoid any additional erosion. Mr. Breslauer suggested the Commission review the site to determine where a good location will be for re-routing the trail. A site walk was scheduled for Tuesday October 21<sup>st</sup> at 11:00am.

**Approve Invoices**

Liz Allard stated the Commission has received an invoice for inclusion on the next bill warrant in the amount of \$1224.00 from ESRI (ArcGIS). Jim Breslauer made a motion to approve the invoice from ESRI for payment. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion.

**Notice of Intent Hearing – 196 Old Littleton County Road, LLC, Lot 4 Littleton County Road (Map 19 Parcel 2.3) DEP#177-633, Harvard#1014-01.** Opened at 7:30pm

**Conservation Funds FY15 1<sup>st</sup> Quarter Update**

Liz Allard gave the Commission the balances in the existing conservation commission accounts. She noted the Community Preservation Act fund is \$100,000 short, which she will determine why her balance and the accountant's balance are off by that amount. The Conservation fund

account also is in error, by \$1000.00 in the Commission's favor; Ms. Allard will work to resolve this as well. All other accounts balance.

### **Approval of Minutes**

Wendy Sisson made a motion to approve the minutes of September 4, 2014 as amended. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

### **Certificate of Compliance**

Liz Allard stated the Commission received a Request for a Certificate of Compliance for 9 Old Schoolhouse Road, DEP#177-534. Ms. Allard stated one of the conditions of the Order of Conditions was to re-build the spillway on the pond. This work was never completed, however upon inspection Ms. Allard has found the spillway to be in good working order and recommends the issuance of the Certificate of Compliance. After a brief discussion, Wendy Sisson made a motion to issue the Certificate of Compliance for 9 Old Schoolhouse Road, DEP#177-534. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

### **Master Plan Steering Committee Update**

Jaye Waldron stated she had no update as the committee has not met since the last report to the Commission.

Paul Willard and Jim Saalfeld left the meeting at 8:02pm. Don Ritchie took over to chair the meeting.

### **Executive Session**

Don Ritchie made a motion that the Conservation Commission go into executive session pursuant to Massachusetts General Law Chapter 30A, Section 21(a)(6) to consider the purchase, exchange, lease or value of real property in which a public discussion of these matters will have a detrimental effect on the negotiating position of the Commission, only to adjourn the public meeting once the discussion is complete. Jaye Waldron seconded the motion. A roll call vote was taken; Don Ritchie, aye; Wendy Sisson, aye; Charlie Gorss, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Breslauer, aye.

### **Adjournment**

At the conclusion of the executive session (8:36pm) Jim Breslauer made a motion to adjourn the public meeting. Jaye Waldron seconded the motion. A roll call vote was taken; Don Ritchie, aye; Charlie Gorss, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Breslauer, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Notice of Intent Hearing Meeting Minutes  
196 Littleton County Road, LLC Lot 4 Littleton County Road (Map 19 Parcel 2.3)  
DEP#177-633, Harvard#1014-01  
October 16, 2014**

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 Meeting Room

**Members Present:** Paul Willard, Wendy Sisson, Jim Breslauer, Charlie Gorss, Jaye Waldron and Joanne Ward

**Others Present:** Liz Allard (LUB Admin) and Bill Hannigan (Hannigan Engineering)

This hearing is for a Notice of Intent filed on behalf of 196 Littleton County Road, LLC for grading associated with the construction of a single-family dwelling within the 100' wetland buffer zone at Lot 4 (Map 19 Parcel 2.3) Littleton County Road, Harvard.

A site walk was conducted on Tuesday October 14, 2014 with Bill Hannigan, of Hannigan Engineering, and Liz Allard, the Conservation Agent. Mr. Hannigan stated the plan will be revised to show a new location of the sewer line, which will be re-located to an area that will require less removal of existing trees and understory. This work will still be outside the 100' wetland buffer zone and will also push the proposed erosion control line closer to the 100' wetland buffer line. The plan shows hay bales; this too will be revised to show the Harvard siltation barrier with straw waddles and not hay bales. On the site walk Ms. Allard agreed that only an erosion control barrier and no straw waddles will be needed for protection along the west side of property. A white birch tree was marked not to be removed as it has habitat value. Mr. Hannigan explained the rear of the property as an extensive drop off to the existing wetland, creating a natural barrier between the activity and the wetland. Ms. Allard suggested a condition that would not allow for the dumping of any material (grass clippings, etc.) over the edge of the slope, which is defined by a stone wall, along with signage that indicates a protected wetland.

With no further questions or comments, Don Ritchie made a motion to close the hearing and issue an Order of Conditions to include the above-mentioned condition. Charlie Gorss seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

## EXHIBITS & OTHER DOCUMENTS

### **Notice of Intent Hearing – 196 Old Littleton County Road, LLC, Lot 4 Littleton County Road (Map 19 Parcel 2.3) DEP#177-633, Harvard#1014-01**

- Subsurface Sewage Disposal Plan in Harvard, Massachusetts, prepared for 196 Littleton County Road, LLC, Dennis Ring, 32 Shady Pine Road, Templeton, Massachusetts, 01468, prepared by Hannigan Engineering, Inc., 8 Monument Square, Leominster, Massachusetts 01453, Job No 1398-M, dated September 25, 2014