

Posted 8/31/2021 at 12:53pm CB

**TOWN OF HARVARD  
CONSERVATION COMMISSION AGENDA  
THURSDAY SEPTEMBER 2, 2021 @7:00PM**

Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency and signed into law on June 16, 2021, this meeting will be conducted via remote participation. Interested individuals can listen in and participate by phone and/or online by following the link and phone number below.

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/88682867290?pwd=akYwQmFPVUNLK2RXM1ZJUy9DRVkwUT09>

**Meeting ID: 886 8286 7290**

**Passcode: 849422**

One tap mobile

+19294362866,,88682867290# US (New York)

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**Meeting ID: 886 8286 7290**

Find your local number: <https://us02web.zoom.us/j/88682867290>

**New Business:**

1. Bare Hill Pond Watershed Management Committee Annual Update & Draw Down Request (7:00pm)
2. Deer Management Subcommittee – Distribution of Hunters (9:00pm)
3. Request to Amend Approved Plan – 204 Ayer Road, DEP#177-699 (9:30pm)
4. Top Three Action Items for All-Boards Meeting September 21, 2021
5. Approve Use of Stone Land, Old Mill Road, for Bromfield Cross-Country Events
6. Request for a Certificate of Compliance – 5 Haskell Lane, DEP#177-441
7. Request to Approve David Crossman as the Botanist for the Wetland Restoration at 175 Littleton County Road, DEP#177-694
8. ZBA Request for Comments – 13 Old Littleton Road
9. Approve Minutes
10. Approve Invoice – Harvard Press \$144.00
11. Approve Reimbursement – Wendy Sisson \$55.00 (workshop)

**Public Hearings:**

- 7:30pm **Continuation of a Notice of Intent Hearing – James Galeski, 28 Shaker Road, Harvard#0721-01**, for the restoration of the 100' wetland buffer zone and wetland resource area with loam and seeding, plantings and stormwater control
- 7:45pm **Continuation of a Notice of Intent Hearing – Wheeler Realty Trust, 203 Ayer Road, Harvard#0721-02**, for the filling of a freshwater wetland with proposed replication adjacent to an existing bordering vegetated wetland located on the site
- 8:00pm **Request Determination of Applicability Hearing – Harvard Conservation Commission, William's Land, Stow Road (Map 28 Parcel 14), Harvard#0821-01**, for the control of invasive plant species within 100' of a resource area
- 8:10pm **Request Determination of Applicability Hearing – Harvard Conservation Commission, Powell Land, East Bare Hill Road (Map 31 Parcel 35), Harvard#0821-02**, for the control of invasive plant species within 100' of a resource area

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

8:20pm **Notice of Intent Hearing – Harvard Fire Department, Fire Ponds located at 266 Stow Rd, 21 Scott Rd, 2 Lancaster County Rd, 74 Poor Farm Rd, 3 Cliffside Drive and 5 Sholan Circle, Harvard#0821-04**, for the dredging of existing fire ponds and the replacement of appliances associated with those ponds within the wetland resource area and the 200’ wetland buffer zones

8:45pm **Request for Determination of Applicability Hearing, Ted Stefanik, 44 Old Littleton Road, Harvard#0821-03**, for the installation of a 1,000-gallon septic tank and leaching facility within the 100’ wetland buffer zone

**Old Business:**

1. Election of Officers for Fiscal Year 2022
2. The Commission’s Position on the Stone land, Old Mill Road
3. Discuss Proposed Land Use Boards Matrix for FY2023
4. Wetland Violations Update
  - 30 Jacob Gates Road
  - 96 Ayer Road
  - 37 Pine Ridge Way
  - 232 Still River Road
  - Peninsula Road
5. Pine Hill Village & Craftsman Village Update

**NEXT MEETING: SEPTEMBER 2, 2021**

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

## 2021 Harvard Hunters Assessment, Assignment/Distribution, & Coordination Plan

### A. Introduction

The Deer Management Subcommittee (DMS) has reviewed different methods in which municipalities, land trusts, federal properties and state reservations distribute hunters on their properties. The majority of programs allow the hunters to self-distribute on the designated lands (Examples: North Andover, State of Massachusetts, Essex Greenbelt, New England Forestry Foundation, Mass Fish & Wildlife, Quabbin, Audubon, and Trustees of Reservations) Some programs assign individual hunters to specific parcels. (Examples: Sudbury Valley Trust, Weston, and Charlton.) The DMS proposes assigning individual hunters to each site with the goal that each of these "Assigned Hunters" will be able to best pattern the movements of deer on their property and increase success. Each assigned hunter will be responsible for reporting on their assigned sites and reporting non-permitted hunters and stands to the DMS. The larger properties that can sustain two or three hunters, each hunter will be in contact with the other hunters on that assigned property.

The system for selection is primarily based on the assessment of each qualified hunter's level of participation. We are giving priority for site assignment to the hunters that were the most active last year. If they put in the time last season, they likely will put in the time this for the fall 2021 season. Hunters that put in the most time in the stands are often the most successful. We are also propose giving priority to hunters that live and work in the town of Harvard. In addition to their contributions to taxes which have purchased many of these Conservation lands; there is often a direct correlation between proximity of where a person lives or works with the amount of time that they put in hunting in that area. We believe this will increase the percentage of hunters that spend more time in the woods.

Hunters are ranked using the tier system, which is detailed below. At the recommendation of the MassWildlife we are also providing a pipeline for new hunters to join the program.

### B. Assessment

There are 13 total approved Harvard Conservation Properties for 2021 open for deer management this fall. Each of these properties has been evaluated by DMS scouts and a recommended number of hunters to be assigned to each property.

<u>Hunt Approved Properties</u>	<u>Number of Assigned Hunters</u>
Barrett	2
Blomfelt	1
Daman/Stephenson	3
Dunlap	1

Gillette	1
Great Elms	3
Hermann Orchard	1
Maxant	1
Perini	1
Rodriguez	1
Shaker Springs House	2
Vesenska	1
Willard/Poitras	2
	20

### Qualified Hunter Tiers

Based on the scouting assessment, DMS has an estimate of how many hunters will be active on the properties. The numbers below are an estimate of how many hunters are on each tier. There will likely be additional hunters which will serve as a reserve, in case the assigned hunters are unable to hunt their properties.

Tier0: 2020 Active Hunters Harvard/Out-of-town (**10 hunters**)

Tier1: 2020 Harvard resident/Town employee qualified hunters (**3 hunters**)

Tier2: New Harvard resident/Town employee hunters (**6 hunters – need to qualify**)

Tier3: 2020 Out-of-town (within MA) qualified hunters (**17 hunters**)

Tier4: New Out-of-town (within MA) hunters (?)

Note: Tier0 and Tier1 hunters do not need to re-do the Archery qualifier, but must submit picture of 2021 MA Hunting License; Doe tags for Zone 9 (Zone 9 Doe Surplus sale NLT 1 Oct); Zone 10 Doe tags for hunters assigned to Daman/Stephenson, drivers license, and license plate number of their hunting vehicle(s).

There will be a pool of alternate hunters to augment the assigned hunter(s) in case the assigned has tagged out or has long period of hunting inactivity foreseen or trending. The pool of alternates will be comprised of the qualified and approved hunters in the 2021 Deer Hunt Program. Deer Hunt Program Coordinator will assign the alternates to the properties as needed.

### C. Hunter Invitation

17 Aug - Sent out an invite to Tier0 and Tier1 hunters – Accept the invitation; start scouting the properties; do not setup tree stands; respond by 31 Aug with top 5 properties to hunt

- 8 hunters have accepted so far

17 Aug – Sent out an invite to Tier2 – Accept the invitation; schedule to qualify

- 3 hunters accepted so far

- Dates for Qualification at Harvard Sportsmen's Club
  - o 19 Aug
  - o 22 Aug
  - o 26 Aug
  - o 29 Aug
  - o 30 Aug

No invite sent to Tier3 or Tier4.

Targeting 15 or less Hunters for 2021 Harvard Deer Hunt Program

#### D. Hunter Distribution and Property Assignment

Assign hunters to properties in accordance with their preference. Tier0 hunters will have preference priority. Assignments will be what is best for the Program.

5 Sep – Property Assignments will be emailed to 2021 Qualified Hunters

- Hunters can pick up their Harvard Hunter's Packet
  - o 2021 Harvard Hunter ID
  - o 2021 Harvard Hunter Vehicle Pass
  - o 2021 Harvard Hunt Rules of Engagement
  - o Driver License and Vehicle license number(s)
- Hunters can now setup tree stands and pre-set climbing cord
  - o Stands must be tagged and labelled

15 Sep – Mandatory Zoom Meeting with 2021 Approved Harvard Hunters

#### E. Hunter Activity, Communication, and Coordination

Hunter's contact information (email & cell phone) will be shared amongst all 2021 approved Harvard Hunters.

Hunters will need to submit to a Hunter's log after completing a hunt activity. Hunters must communicate and coordinate with other hunters assigned to their properties. Hunters may request to hunt on other approved properties and must coordinate with the properties assigned hunter(s) for when and where the hunting activity will take place. If no timely or agreed upon response is given, the requester should contact the Program Hunt Coordinator for deconfliction.

Rangemaster Joe Pulido is designated as Program Hunt Coordinator for the 2021 Harvard Deer Hunt Program.



**OFFICES OF THE  
SELECT BOARD AND  
TOWN ADMINISTRATION**

13 Ayer Road, Harvard, Massachusetts 01451  
(978) 456-4100

[www.harvard.ma.us](http://www.harvard.ma.us)  
(978) 456-4107 fax



**TO:** All Boards, Departments, Committees and Commissions

**FROM:** Town Administrator on behalf of the Select Board

**DATE:** August 5, 2021

**RE:** September 21, 2021 All-Boards Meeting

It is that time of year again, as summer quickly passes, school opening is around the corner, and the FY2023 budget kickoff (a.k.a.- All-Boards Meeting) is scheduled for Tuesday, September 21, 2021 at 7PM (not sure if in-person or Zoom). Hopefully everyone has had an enjoyable and safe summer.

In preparation for the All-Boards Meeting, the Select Board would like your top three action items (priorities/challenges) that you will want to address within your FY2023 budget. Keep in mind that your items, per the Charter (see attached), must support the articulated policy goals and initiatives that the Select Board has set (see attached).

Your input is crucial and needed on or before the 8<sup>th</sup> of September for us to have a stronger more productive meeting on the 21<sup>st</sup>.

Thank you in advance for your thoughts and input and together we will succeed in meeting our collective goals. If you have any questions, please feel free to contact Marie or myself and we will be happy to get you a proper response.

Article 3: Elected and Appointed Town Agencies  
Section 3.2: Select Board

(b) Powers and Duties - The executive powers of the Town shall be vested in the Select Board, which shall be deemed to be the chief executive office of the Town. The Select Board shall possess all of the executive powers that a Select Board may possess and exercise, except those powers and duties assigned by this Charter, bylaw, or other Town Meeting vote to the Town Administrator or other body acting on behalf of the Select Board. The Select Board shall:

1. Lead the Executive Branch in matters of policy and budget:
  - i) Serve as the chief policy making agency of the Town.
  - ii) Be responsible for the formulation and promulgation of policy goals, including long-term policy goals and immediate and specific initiatives to be followed by all Town agencies serving under it.
  - iii) Coordinate elected and appointed Town officers and agencies.
  - iv) Conduct a fully integrated, collaborative Strategic Planning Process incorporating the Master Plan, Capital Investment Plan, and Finance Committee Five-Year Plan. Develop a statement of the goals of the Select Board and a charge to the other Town agencies within 60 days after Annual Town Meeting.
  - v) Participate in the Master Planning process as defined by Massachusetts General Laws and oversee the implementation of the recommendations of the Master Plan.
  - vi) Prepare and submit the budget of the Town as set forth in Article 6. The budget shall support the articulated policy goals and initiatives. Budget preparation shall begin in September/October annually with a joint meeting of the Select Board, School Committee, Finance Committee, Capital Planning and Investment Committee, Planning Board, Board of Library Trustees, Board of Health, Conservation Commission, Community Preservation Committee, Park and Recreation Commission, and others as deemed necessary by the Select Board. A review of the proposed budget shall occur in January with final presentation to the Town for approval at the Annual Town Meeting.
2. Manage the Executive Branch:
  - i) Employ best practices for project management, planning, design, and tasks necessitating the collaboration of multiple Town agencies.
  - ii) Communicate through regular citizen forums and provide an annual report on the state of the Town. This report shall be presented to the Annual Town Meeting and shall evaluate the progress made on the goals established by the Strategic Planning Process. The report shall also include a summary of the Town's financial position, economic development and capital projects, as well as any other items that will impact the Town within the next several years.
  - iii) Recruit, appoint, and support volunteers. Appointments to the following boards shall be by an affirmative vote of no less than four members of the Select Board: Planning Board, Board of Health, Cemetery Commission, Community Preservation Committee, Constable, Historical Commission, Park and Recreation Commission, and Tree Warden. Agencies should represent a cross-section of the Town as a whole.
  - iv) Guide and assist Town agencies in fulfilling their charge. Periodically communicate with volunteers requesting feedback on policy initiatives.



## FY22 Select Board Goals/Action Items

### Economic

- Create a process to determine optimal utilization of ARPA (American Rescue Plan Act) one-time federal funds. (Entire SB, in conjunction with Finance Committee, CPIC, and School Committee)
- Develop a detailed plan to address the town's structural deficit;
  - Discuss the issue of structural deficit at all boards meeting. (AV)
  - Examine the budgeting process, assumptions/forecasts. (AV)
  - Diversify Tax Base:
    - Ayer Road Development
    - Continue to investigate Agri-tourism
    - Allow more microbusiness in Agricultural Residential zone
    - Revenue Ideation Committee

### Policies/Procedures

- Review, revise and update
- Adoption and promulgation of a Code of Conduct (SB)
- Codify process for evaluation (ranking) of a new appointment versus reappointment. (KM)
- Consider institution of term limits (conditional) (KM)
- Evaluate existing committees/boards (working groups, sub-committees, advisory) (entire SB)

### Planning

- Work with the Planning Board (KM)
  - Senior by-law
  - OSPRD (continue plan for preserving open space)
  - Creating a strategic vision for the Commercial District.

### Government

- Town Charter (AV/EM)
  - Review Charter to clarify roles and responsibilities for the Town Administrator versus Select Board.
  - Clarity areas of confusion
  - Identify any potential revisions
- Staffing Items (EM &MS)
  - Direct Personnel Board: to review MMA best practices for 360 reviews and develop formal exit interview process. (EM & MS)
  - Provide more specific direction for shared employee positions such as the Community & Economic Development Director. (Liaison &TB)
- Communication/Technology (RM, Select Board Office)
  - 1) Utilize and investigate additional technology to improve communication and increase accessibility to improve public confidence and services.
  - 2) Conduct Town wide Survey to identify community concerns/needs
  - 3) Consider options for social media to improve communication.
  - 4) Require town departments utilization of the town website and/or other methods to improve communication and access to their department.

### Public Safety (KM & EM)

- Town-wide speed limit: this will be a regular agenda item scheduled for discussion at an upcoming meeting.





Message

Wed, Aug 4, 2021 1:30 PM

From: Marisa Steele <msteele01451@gmail.com>

To: **Liz Allard**

Subject: Stone Field use/ mowing, etc

Attachments: Attach0.html / Uploaded File

2K

Hi Liz! it's that time of year again....

Here's our tentative XC schedule for home races this fall. As always, dates may change due to weather, Covid, etc.

Sept 10/17/29

Oct 15/28

We would like to mow the perimeter path around Stone Field some time the week of August 16th.

I also wanted to inform you that I am now a member of the Parks & Rec committee. Bob O'Shea advised that I needed to inform you of our intent to do minor repair work on the two Parks & Rec trails (one located behind the track and the trail that parallels Rt 2 connecting Depot Extended to Blanchard/Lancaster County Rd). Let me know if you need additional information or wish to walk the trails with me.

Thanks!

Marisa Steele



DRAFT  
**HARVARD CONSERVATION COMMISSION**  
**MINUTES OF MEETING**  
**MAY 6, 2021**

Chair Don Ritchie called the meeting to order at 7:02pm, 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, Paul Willard, Wendy Sisson, Jaye Waldron, Joanne Ward, Jim Burns, Mark Shaw and Eve Wittenberg (Associate Member)

**Others Present:** Liz Allard (Land Use Boards Administrator/Conservation Agent), Brian Sage, Daniel Tracey, Bob Douglas, Kristiina Sorensen, Marty Green (Harvard Press), Brandon Ducharme (Ross Associates, Inc.), The Hoffman's, Maryanne Boynton, Bruce Leicher, Dan Wolfe (Ross Associates, Inc.), Adam Meir, Colleen Yout, Patricia Nato, Gigi Sattonstall and Bruce Ringwall (GPR, Inc.)

**Interview Interested Volunteer**

- Brian Sage has recently moved to Harvard and has lived all over the country. Mr. Sage is an artist and teacher, who enjoys the outdoors. Mr. Sage would love to generate more interest and revenue for open space through art as his work has become more geared around conservation and highlighting the natural beauty of places. Wendy Sisson stated it seems like a long shot to add a revenue aspect to the role of a Commission member as it may be a conflict of interest, however Harvard Conservation Trust might gain from that angle.
- Dan Tracey has a PhD in biology and a personal interest in protecting wildlife, including volunteer at Tufts Wildlife Clinic. His interest in being appointed are still the same as last year - wetland protection. Mr. Tracey has attended courses with Mass Audubon, which gave him new insight and familiarization into the process of reviewing development. Mr. Tracey is also interested in adding another science orientated voice to the Commission. Mr. Tracey has followed the Deer Management Subcommittee since its inception and has concerns with the current approach; he would like to bring his voice to that topic.
- Bob Douglas has worked for many years in conservation science, including for the past 15 years in Andover as the Conservation Agent. Mr. Douglas has experience on both sides of the table, which is something he has always enjoyed. Mr. Douglas has a biology degree and has the experience and interest in joining the Commission. Wendy Sisson asked with all that he is involved with why volunteer with the Commission? Mr. Douglas stated it piques his interest. Eve Wittenberg stated she has concerns with his governing style, which is more exclusionary as opposed to inclusionary. In addition, Ms. Wittenberg has issues with respect to procedure and Open Meeting Law (OML) with Mr. Douglas as chair of the Deer Management Subcommittee. Ms. Wittenberg is surprised as a Conservation Agent there was not greater respect for OML. Ms. Wittenberg stated that conflicts with Mr. Douglas are not only experienced by her but, but by the Commission's Agent as well. Mr. Douglas stated anyone has an opportunity to speak at DMS meetings; he would ask that the Commission take a look at the meetings as he has work on many different boards during his career.
- The Commission agreed they would discuss recommendations at May 20, 2021 meeting.

**Board of Health Request to Support Application for an Alternative Mosquito Management Plan to Opt-Out of Spraying Conducted by the State**

After a brief discussion Wendy Sisson made a motion to support the Board of Health effort to submit an application for an Alternative Mosquito Management Plan to opt-out of spraying conducted by the State. Joanne Ward seconded the motion. The vote was 5-1 in favor of the motion, by a roll call, Wendy Sisson, aye, Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark Shaw, nay; and Don Ritchie, aye; Paul Willard abstained from voting.

57 **Continuation of a Notice of Intent Hearing – Harvard Department of Public Works,**  
58 **Harvard#0321-04.** Opened at 7:44pm

59  
60 **Continuation of a Request for Determination of Applicability Hearing – B&C Associates,**  
61 **Inc., 169 Littleton County Road, Harvard#0121-03.** Opened at 7:45pm

62  
63 **Draft Priority Habitat Map of Rare Species Public Comment May 3 – July 3**  
64 Wendy Sisson noted during the last update Harvard lost priority habitat along Brower's Brook.  
65 Oxbow Associates has offered to identify areas that might be worth investigating and then  
66 perhaps engage them to conduct surveys of those areas. Joanne Ward made a motion to  
67 request Oxbow Associates submittal a proposal to identify rare species habitat in Harvard.  
68 Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion by a roll  
69 call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark Shaw,  
70 aye; Jim Burns, aye; and Don Ritchie, aye.

- 71  
72 **Wetland Violations:**
- 73 • 96 Ayer Road – Request for Determination of Applicability packet has been provided to the
  - 74 owners
  - 75 • 129 Poor Farm Road – Enforcement Order issued in February; however, the fill remains;
  - 76 owner has stated fill will be removed in the next few weeks; Agent recommends if not
  - 77 completed within that timeframe then fines should be applied
  - 78 • 14 Park Lane – Tree clearing; Don Ritchie will review site next week
  - 79 • 71 Lancaster County Road – New deck constructed without a permit; send letter requiring
  - 80 Request for Determination of Applicability be filed
  - 81 • 232 Still River Road – Tree clearing; Don Ritchie will review site next week
  - 82 • 28 Shaker Road – Fill; Don Ritchie will review site next week
  - 83 • 193 Old Littleton Road – Fencing installed without a permit; send letter requiring Request for
  - 84 Determination of Applicability be filed
  - 85 • 320 Ayer Road – Fill has been removed; all set
  - 86 • 25 Clinton Shore Drive – Stormwater runoff with some work to remediate; Agent needs to
  - 87 review

88  
89 **Continuation of the Revisions to Code of Harvard Chapter 147 Harvard Wetland Bylaw**  
90 **Regulations.** Opened at 8:00pm

91  
92 **Request for Determination of Applicability Hearing – Toby Bazarnick, 12 Houghton Lane,**  
93 **Harvard#0421-01.** Opened at 8:10pm

94  
95 **Notice of Intent Hearing – Collen Yout, 24 Mill Road, Harvard#0421-02.** Opened at 8:25pm

- 96  
97 **Land Stewardship Subcommittee Updates:**
- 98 • Bare Hill Wildlife Sanctuary – boardwalks being repaired
  - 99 • Small Nature trail – Bill & Robin Calderwood have volunteered to be the stewards of this area
  - 100 on at which they will be eliminating one of the three existing trails and replacing rotting
  - 101 boardwalks that need to be replaced
  - 102 • Holy Hill improvements are being made to the parking area
  - 103 • Williams Land re-blazing of the trails and signage prepared by Phil Knottner has been
  - 104 installed

105  
106 Paul Willard made a motion to allocate \$2500.00 of Community Preservation Act Invasive  
107 Management Funds for a summer intern. Jim Burns seconded the motion. The vote was  
108 unanimously in favor of the motion by a roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye  
109 Waldron, aye; Joanne Ward, aye; Mark Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

110

111 Wendy Sisson made a motion to re-appoint Jim Adelson and Peter VonConta, each to a 3-year  
112 term. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion by a  
113 roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark  
114 Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

115  
116 **Request to Place Educational Signs for the Apple Country Natural Climate Solutions Site**  
117 **Tour**

118 After briefly discussing the purpose and duration of the signs to be installed Wendy Sisson made  
119 a motion to approve the installation of the educational signs as proposed by the Apple Country  
120 Natural Climate Solutions group, with notification to the Conservation Agent once the sign is  
121 installed. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion  
122 by a roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark  
123 Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

124  
125 **Notice of Intent Hearing - of Alma Gregory & Kristiina Sorensen, 23 Peninsula Road,**  
126 **Harvard#0421-03. Opened at 8:54pm**

127  
128 **Zoning Board of Appeals Request for Comments – 24 Mill Road**

129 This application is before the Commission this evening for a Notice of Intent. The Commission,  
130 through its Agent, will express the recommendation of the variance as it would reduce any  
131 additional encroachment on to Bower's Brook.

132  
133 **Approve Minutes**

134 Minutes were unavailable this evening for approval

135  
136 **Approve Invoices/Reimbursement**

137 Jim Burns made a motion to approve the invoice for the Bare Hill Pond 2021 Road Dues in the  
138 amount of \$200.00 and the reimbursement of Wendy Sisson in the amount of \$32.98. Joanne  
139 Ward seconded the motion. The vote was unanimously in favor of the motion by a roll call, Paul  
140 Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Jim Burns, aye; Mark  
141 Shaw, aye; and Don Ritchie, aye.

142  
143 **Pine Hill Village Request to Install Foundations within the Sunrise Neighborhood**

144 Members of the Commission had received information regarding the request of Peter Cricones to  
145 remove the tree stumps and begin installing the foundations within the Sunrise neighborhood.  
146 After briefly discussing, the Commission agreed before any additional site work commences Mr.  
147 Cricones shall provide an assessment of the site, in particular the stormwater facilities, by  
148 confirming these facilities have been installed and are functioning properly. Liz Allard will follow  
149 up with Nitsch Engineering to determine when they feel the constructed wetland should be  
150 completed.

151  
152 **Adjournment**

153 Paul Willard made a motion to adjourn the meeting at 10:15pm. Jim Burns seconded the motion.  
154 The vote was unanimously in favor of the motion by a roll call, Paul Willard, aye; Wendy Sisson,  
155 aye; Jaye Waldron, aye; Joanne Ward, aye; Mark Shaw, aye; Jim Burns, aye; and Don Ritchie,  
156 aye.

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158 Respectfully submitted,

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161 Liz Allard,  
162 Land Use Administrator/  
163 Conservation Agent

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**Harvard Conservation Commission  
Continuation of a Notice of Intent Hearing  
Department of Public Works,  
Old Mill Road, Harvard#0321-04  
May 6, 2021**

The public hearing was opened at 7:44pm 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, Mark Shaw and Eve Wittenberg (Associate Member)

**Others Present:** Liz Allard (Land Use Administrator/Conservation Agent)

This hearing was continued from April 15, 2021 for a Notice of Intent filed on behalf of Harvard's Department of Public Works to replace traffic safety features and minor patching along the substructure within the resource area and its 100' riverfront area at the bridge crossing of Bower's Brook between 6 and 22 Old Mill Road, Harvard.

Still without comments and a file number from the Department of Environmental Protection, Jaye Waldron made a motion to continue the hearing to May 20, 2021 at 7:25pm. Mark Shaw seconded the motion. The vote was unanimously in favor of the motion by a roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent



**Harvard Conservation Commission**  
**Continuation of a Request for Determination of Applicability**  
**B&C Associates, Inc. 169 Littleton County Road, Harvard#0121-03**  
**May 6, 2021**

The public hearing was opened at 7:45pm 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)

This hearing was continued from April 15, 2021 for a Request for Determination of Applicability filed by B&C Associates for the removal and management of invasive plant species within the 100' buffer zone of a wetland resource area at 169 Littleton County Road, Harvard.

At the request of the applicant, Dave Crossman, Paul Willard made a motion to continue the hearing to May 20, 2021 at 7:30pm. Jaye Waldron seconded the motion. The vote was unanimously in favor of the motion by a roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Continuation of the Revisions to Code of Harvard  
Chapter 147 Harvard Wetland Bylaw Regulations  
May 6, 2021**

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The public hearing was opened at 8:00pm 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)

This hearing was continued from April 15, 2021.

Wendy Sisson has not yet drafted her revisions in regards to the vegetation replacement section, therefore, Paul Willard made a motion to continue to May 20, 201 at 8:00pm the hearing. Jim Burns seconded the motion. The vote was unanimously in favor of the motion by a roll call, Paul Willard, aye; Wendy Sisson, aye; Jaye Waldron, aye; Joanne Ward, aye; Mark Shaw, aye; Jim Burns, aye; and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Request for Determination of Applicability  
Toby Bazarnick, 12 Houghton Lane, Harvard#0421-01  
May 6, 2021**

The public hearing was opened at 8:10pm 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), Brandon Ducharme (Ross Associates)

This hearing is for a Request for Determination of Applicability filed on behalf of Toby Bazarnick for the extension of an existing deck and constructing a 12'x15' screened porch within the 200' riverfront area at 12 Houghton Lane, Harvard.

Brandon Ducharme, of Ross Associates, representing the applicant, detailed the site, the wetland resource area and the activity. Although the activity is outside the 100' wetland buffer zone it is within the riverfront area. The expansion of the deck will be conducted with the use of Sonatubes in an existing lawn area. As discussed at the site walk, plantings have been provided on the plan, which will provide a barrier to demark the limit of work between the existing lawn and the bordering vegetated wetland adjacent to the stream.

Paul Willard made a motion to close the hearing and issue a Negative #3 Determination of Applicability with the condition that the planting shall be inspected by the Conservation Agent once installed. Mark Shaw seconded the motion. The vote was unanimously in favor of the motion by a roll call, Jim Burns, aye; Wendy Sisson, aye, Jaye Waldron, aye; Joanne Ward, aye; Paul Willard, aye; Jim Burns, aye; Mark Shaw, aye; and Don Ritchie, aye.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

**Harvard Conservation Commission  
Notice of Intent Hearing  
Collen Yout, 24 Mill Road, Harvard#0421-02  
May 6, 2021**

The public hearing was opened at 8:25pm 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), Dan Wolfe (Ross Associates, Inc.), Adam Meir and Collen Yout

This hearing is for a Notice of Intent filed on behalf of Collen Yout for the construction of an addition and covered patio within the 200' riverfront area at 24 Mill Road, Harvard.

Dan Wolfe, of Ross Associates, representing the applicant, detailed the plan for a proposed addition. Mr. Wolfe states site constraints limited the ability to move the addition outside of the 75' wetland buffer zone. Those constraint including steep slopes and ledge. Infiltration trenches have been proposed to remediate stormwater runoff. The construction for the addition will not require a major excavation work on the site. Mr. Wolfe further explained the need for a waiver for a structure within 75' of a wetland resource area.

Wendy Sisson made a motion to approve the waiver, close the hearing and issue an Order of Conditions with the standard conditions. Paul Willard seconded the motion. The vote was unanimously in favor of the motion by a roll call, Wendy Sisson, 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

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**Harvard Conservation Commission  
Notice of Intent Hearing  
Alma Gregory & Kristiina Sorensen,  
23 Peninsula Road, Harvard#0421-03  
May 6, 2021**

The public hearing was opened at 8:54pm 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), Kristiina Sorensen, The Hoffman's, Maryanne Boynton, Bruce Leicher, Patricia Nato, Gigi Sattonstall and Bruce Ringwall (GPR, Inc.)

This hearing is for a Notice of Intent filed on behalf of Alma Gregory & Kristiina Sorensen for the replacement of existing steps and railings with new stairs and deck platform, the addition of boulder steps, stone pavers, landscape walls, new landscaping throughout, extension of an existing shed, removal of nine trees and replacing the existing dock with a bigger prefab pier structure 23 Peninsula Road, Harvard.

Bruce Ringwall, of GPR, representing the applicant, stated the 2016 Notice of Intent was for the reconstruction of the existing house and only focused on the development of the house and not the landscaping. Mr. Ringwall explained the existing recharge system on the site. Mr. Ringwall explained GPR had prepared the hardscape plans, whereas the landscaping plans were prepared by G2 Collaborative. Mr. Ringwall stated if an Order of Conditions is issued the owners are aware a Chapter 91 application will need to be submitted to the State for the dock. The plan details the removal of 9 trees, in differing states of health.

Gigi Sattonstall, of G2 Collaborative, detailed the woodlands on either side of the property, with an area of 9,876 square feet of lawn. The proposed plan would establish similar woodland vegetation and reduce the lawn to 3,626 square feet, with minimal grading on the site. Invasive plants will be removed by hand and will be supplemented with additional plantings. The expansion of the existing dock will provide the ability to be out on the pond beyond the existing ledge outcropping. The existing stairs from the upper deck will be moved as detailed on the plan.

Bruce Leicher, chair of the Bare Hill Pond Watershed Management Committee (BHPWMC), stated he reviewed the site on Tuesday. In regard to the requested trees to be removed, Mr. Leicher stated the majority of the requested trees to be removed are far from diseased, with one live tree that is leaning toward the pond. Mr. Leicher stated the sense of the BHPWMC is you should not be taking down live trees. Mr. Leicher agreed any stormwater mitigating from the proposed shed will be up to Commission. Mr. Ringwall stated there are many sheds on the pond; this one in particular will be located in an area of leaf litter and existing lawn; the area under shed would be crushed stone.

The number and location of the trees requested to be removed was reviewed. Eve Wittenberg questioned the rationale to take out nine trees – are they being taken out because they are at risk of dying or improve the view from the house. Ms. Sattonstall felt it was both; there are plenty of trees in poor health, but the understory will be maintained. Mr. Ringwall stated the trees are to be removed to enhance the view. Liz Allard provided her recommendations of trees to be removed and suggested the site be reviewed again in regards to the request to remove nine trees.



**The Harvard Press**  
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 www.harvardpress.com

# Invoice

**BILL TO**  
 Harvard Conservation Commission  
 13 Ayer Road  
 Harvard, MA 01451

**SHIP TO**  
 Harvard Conservation Commission  
 13 Ayer Road  
 Harvard, MA 01451

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
8614	08/29/2021	\$144.00	09/28/2021	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/27/2021	1x6 l	LEGAL NOTICE Conservation Commission virtual public hearing on Sept. 2 - Determination of Applicability for control of invasive species on Williams land	1	72.00	72.00
08/27/2021	1x6 l	LEGAL NOTICE Conservation Commission virtual public hearing on Sept. 2 - Determination of Applicability for control of invasive species on Powell land	1	72.00	72.00

**BALANCE DUE**

**\$144.00**







Message

Sat, Aug 7, 2021 5:00 PM

From: Margaret Sisson <mwsisson4@gmail.com>

To: Liz Allard

Subject: Fwd: Tower Hill Purchase Confirmation

Attachments: Attach0.html / Uploaded File

8K

Hi Liz,  
I'm submitting this receipt to request reimbursement for the class if approved at the next mtg.  
Thank you!  
Wendy

----- Forwarded message -----  
From: <[do\\_not\\_reply@versaiwebservices.com](mailto:do_not_reply@versaiwebservices.com)>  
Date: Sat, Aug 7, 2021 at 4:47 PM  
Subject: Tower Hill Purchase Confirmation  
To: <[mwsisson4@gmail.com](mailto:mwsisson4@gmail.com)>



[https://purchase.towerhillbg.org/App\\_Themes/eMu](https://purchase.towerhillbg.org/App_Themes/eMu)

**Order Summary:**

<b>Sales Tax:</b>	\$0.00
<b>Total Price:</b>	\$55.00
<b>Patron ID:</b>	65970
<b>Name:</b>	Margaret Sisson
<b>Credit Card:</b>	XXXX-XXXX-XXXX-9274
<b>Approval Code:</b>	01988C
<b>Charged Amount:</b>	\$55.00
<b>Date:</b>	08/07/2021
<b>Trx Number:</b>	16254
<b>Purchase Time:</b>	08/07/2021 4:47 PM

**Item Details:**

**Margaret Sisson has been registered into 'Intro to Grasses, Sedges & Rushes (Web & Field)' for these 2 dates: 08/19/2021, 08/21/2021 at (6:30 PM - 8:00 PM), Purchase Deadline: 08/19/2021 8:00 AM for a total of 1 class(es) in the amount of \$55.00 per class.**

Thank you for registering! The advancements we have made can be attributed in many ways to people like you who have generously supported our mission. **PLEASE READ** the additional program information below.

---

## **Additional Information:**

### **Intro to Grasses, Sedges & Rushes (Web & Field)**

#### **General Program Information**

**Zoom:** You will need Zoom downloaded on to your computer or phone to access this live online program. If you do not have zoom downloaded [click this link](#) to do so.

**Online Etiquette:** If you are attending a webinar you can be muted and video turned off for the entirety of the presentation. If you are participating in an online workshop you will be asked to unmute at different times. Please be considerate of background noise.

**Recordings/Handouts:** If an online program is being recorded you will receive an email afterwards with a link. This may take a couple days due to editing. Additional resources are provided at the discretion of the presenter. You will be notified if slides or handouts are available.

#### **Specific Program Information**

**Recording Length:** The recording of this webinar will be available until **8/26/21**

#### **Zoom Information**

Topic: Intro to Grasses, Sedges and Rushes

Time: Aug 19, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting: <https://us02web.zoom.us/j/89503739816>

Meeting ID: 895 0373 9816

#### **CANCELLATION POLICY**

If Tower Hill cancels a class due to low enrollment or inclement weather, you will receive a full refund. All class cancellations are announced by email. If you want to check if your class may be cancelled or postponed, please call Tower Hill Botanic Garden at 508-869-6111.

#### **REFUNDS**

Should you choose to withdraw your registration you must notify the Registrar at 508-869-6111 x174 or [registrar@towerhillbg.org](mailto:registrar@towerhillbg.org). Withdrawal notifications received BEFORE five days prior to the scheduled class will qualify for a refund. NO REFUNDS, including material costs, will be offered for withdrawals from classes within five days prior to the scheduled class.