

**HARVARD CONSERVATION COMMISSION
MINUTES OF MEETING
APRIL 3, 2014
APPROVED: April 23, 2014**

Chairman Paul Willard called the meeting to order at 6:30pm in the Town Hall Meeting Room

Members Present: Paul Willard, Don Ritchie, Charlie Gorss, Wendy Sisson, Jaye Waldron and Jim Saalfield (Associate Member)

Others Present: Liz Allard (LUB Admin), Sydney Blackwell (Harvard Press), Vicki Burns, Roseanne Saalfield and Mark Farrell (Green Hill Engineering)

Harvard Press Discussion for Article on the Commission

Sydney Blackwell, of the Harvard Press, was present to discuss the article she is writing on the Commission to assist on getting the word out on the inner workings of the Commission. The members and Ms. Blackwell discussed the finances, land acquisitions, land management and future goals of the Commission.

Road Erosion into Resource Area on East Bare Hill Road

Liz Allard has previously distributed to the members an email from John and Vicki Burns in regards to erosion from road sand into the pond on their property. The pond is located a few feet from East Bare Hill Road; there is a low spot within the road way on the south end of the pond that collects stormwater from Carmon Road and East Bare Hill Road; during large rain events water will flow into the pond bring silt and sand from the road with it. The Burns were looking for a solution to the increase of untreated runoff into their pond. Ms. Allard shared the message with Rich Nota, the Department of Public Works (DPW) Director. Ms. Allard and Mr. Nota visited the site yesterday, along with Mr. and Mrs. Burns. The DPW placed crushed stone in the area that receives the over flow of storm water to aid in the reduction of silt and sand from entering the pond. The existing culvert on the north side of the pond is functioning properly and is not slated for replace at this time. Ideally, adding an additional culvert on the south end of the pond on East Bare Hill Road would resolve the issue, however Mr. Nota stated there may not be the suitable depth to install the proper stormwater management system. The Burns are currently satisfied with the steps DPW has taken to control sediment from entering the pond.

Harvard Conservation Trust Request to use the Stone Land for the “Run to the Hills” Event

Liz Allard stated the Harvard Conservation Trust has requested permission to use the Stone Land for the annual “Run for the Hills” event on September 7th. Wendy Sisson made a motion to allow the Harvard Conservation Trust the use of the Stone land for the annual “Run for the Hills” event. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Continuation of a Request for Determination of Applicability Hearing – Roseanne Saalfield, 15 Woodchuck Hill Road, Harvard#0214-01. Opened at 7:30pm

Land Stewardship Subcommittee Update

Wendy Sisson stated the Land Stewardship Subcommittee (LSS) is preparing for the creation of trails and signage on the Hoch land. The LSS has determined the existing culvert will remain, as its removal would cause the banks to collapse. A foot bridge is planed to span the brook. Ms. Sisson anticipates the trails will be completed by this fall. The LSS would like to sponsor a walk at that time, which will highlight the connectivity of this parcel with others in Harvard and into Bolton, which will be ideal for people who like larger trail systems. Once these trails are completed they will be added to the existing trials map.

Ms. Sisson stated the LSS continues to work on the Hermann Orchard; still trying to organize the meeting between the caretaker of Little Rascal and the contractor.

This year's re-appointments to the LSS include Pam Durrant and Bob Benson. Wendy Sisson made a motion to re-appoint Pam Durrant and Bob Benson to a three year term of the Land Stewardship Committee. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Notice of Intent Hearing – Norman Scott Investment Trust, 68 Warren Avenue, DEP#177-628, Harvard#0314-02. Opened at 7:45pm

Review Suggested Signage for Thurston's Cove

Liz Allard had previously distributed suggested signage for the access road to Thurston's Cove as recommended by the Police Chief. Members agreed they want a sign that states to keep the access clear for emergency vehicles, tow-zone and police enforced. Ms. Allard will work with the Department of Public Works to get the appropriate signage.

Discuss Hiking Series with Harvard Conservation Trust

Liz Allard had previously distributed a flyer detailing a monthly hike series on conservation land from May – October. The series was geared to woman based on another community hiking series. Members discussed the limitation to woman and determined there are no issues with having such a limitation. The series is being co-sponsored by the Harvard Conservation Trust (HCT) and will be led by Ms. Allard and Marylynn Gentry, the Director at HCT.

Notification of Entertainment License and One-day Liquor License

Liz Allard informed the members the Commission had received notification from the Board of Selectmen of an entertainment license and one-day liquor license request from Congregational Church for an event on May 31st. Members had no comments in regards to the request.

Approve Invoices

Liz Allard stated the following invoice have been received and needs to be approved for payment to be included on the next bill warrant:

- ❖ Brackett & Lucas - \$748.00

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

Master Plan Steering Committee Update

Jaye Waldron reported that funding for the Master Plan has been extended to June 30, 2015. The Steering Committee is waiting on the working papers from the consultants. The consultants will be creating a working paper for each of the chapters within the final Master Plan.

Paul Willard left the meeting at 9:07pm

Executive Session

Wendy Sisson 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 meeting at the end of the discussion. Jaye Waldron seconded the motion. A roll call vote was taken; Wendy Sisson, aye; Charlie Gorss, aye; Jaye Waldron, aye; Joanne Ward, aye; Don Ritchie, aye.

Adjournment

After executive session, Charlie Gorss made a motion to adjourn the meeting at 9:33pm. Wendy Sisson 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 Request for Determination of Applicability
Hearing Meeting Minutes
Roseanne Saalfield, 15 Woodchuck Hill Road, Harvard#0214-01
April 3, 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, Don Ritchie, Charlie Gorss, Jaye Waldron, Joanne Ward and Jim Saalfield (Associate Member)

Others Present: Liz Allard (LUB Admin), Roseanne Saalfield and Sydney Blackwell (Harvard Press)

This hearing was continued from February 20, 2014 on a Request for Determination of Applicability filed on behalf of Deschenes & Cooper Architectural Millworks, LLC for the removal of an existing carriage house within 100' wetland buffer zone and the 200' riverfront area on Stow Road (Map 28 Parcel 7.4), Harvard.

A site walk took place on April 2, 2014 with members of the Commission, the applicant and the Conservation Agent. Ms. Saalfield explained she is looking to remove the invasive plants, trim and remove pines and Norway maples. In addition, Ms. Saalfield is looking to repair the existing concrete pond, as it has cracks and does not hold water throughout the season. Paul Willard stated at the site walk he had suggested the burning of the roots for the bitter sweet and multi-flora rose. Members further discuss the removal of the trees, which will require the stumps remain and not to use any herbicides around the pond.

With no further comments, Paul Willard made a motion to close the hearing and issue a Negative #3 Determination of Applicability with the condition that no herbicides shall be used within 100' of the pond, the stumps of the removed trees are to remain and the concrete pond is to be repaired in the fall when it is dry. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Liz Allard
Land Use Administrator/
Conservation Agent

**Harvard Conservation Commission
Notice of Intent Hearing Meeting Minutes
Norman Scott Investment Trust, 68 Warren Avenue,
DEP#177-628, Harvard#0314-02
April 3, 2014**

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Members Present: Paul Willard, Don Ritchie, Charlie Gorss, Wendy Sisson, Jaye Waldron, Joanne Ward and Jim Saalfeld (Associate Member)

Others Present: Liz Allard (LUB Admin), Mark Farrell (Green Hill Eng.) and Sydney Blackwell (Harvard Press)

This hearing is for a Notice of Intent filed on behalf of Norma Scott Investment Trust for the removal and installation of a septic system within 200' of Bare Hill Pond at 68 Warren Avenue, Harvard.

Members of the Commission and the Conservation Agent conducted a site walk on April 2nd. Mark Farrell, of Green Hill Engineering, was present to present the application to the Commission. Mr. Farrell explained the application is for the removal of the existing septic system and the installation a new septic system within 200' of Bare Hill Pond. Mr. Farrell stated the existing well will be re-located due to its current location near the proposed leach field. Wendy Sisson asked about the proposed retaining wall and should the slope have some type of planting for stabilization. Mr. Farrell suggested adding erosion controls below the proposed retaining wall. After further discussion, it was agreed upon to plant a conservation mix on the area of leach field to the edge of the retaining wall. In addition, four low bush blue berries shall be planted along the bottom of the retaining wall.

With no further comments, Don Ritchie made a motion to close the hearing and issue an Order of Conditions with the special conditions for the planting of conservation mix on the leach filed area to the edge of the retaining wall and the planting of four low bush blue berries along the bottom of the retaining wall. Charlie Gorss seconded the motion. The vote was 5-0 with Jaye Waldron abstaining from the vote.

Respectfully submitted,

Liz Allard
Land Use Administrator/
Conservation Agent

DOCUMENTS & OTHER EXHIBITS

Notice of Intent Hearing – Norman Scott Investment Trust, 68 Warren Avenue, DEP#177-628, Harvard#0314-02

- ❖ Proposed Site Plan, Norman Scott Investment Trust, 68 Warren Ave, Harvard, MA, prepared by Green Hill Engineering, Project: 2013-057, dated 10 March 2014

Discuss Hiking Series with Harvard Conservation Trust

- ❖ Women's Hiking Series Flyer