

**HARVARD CONSERVATION COMMISSION  
MINUTES OF MEETING  
AUGUST 17, 2017  
APPROVED: NOVEMBER 2, 2017**

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

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

**Others Present:** Liz Allard (LUB Admin) and Seth Donahue (Ducharme & Dillis)

**Approve Minutes**

Wendy Sisson made a motion to approve the minutes, as amended, of July 20, 2017, including the executive session minutes. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

**Approve Invoice & Discuss Request for Additional Support**

Wendy Sisson made a motion to approve the following invoice:

- Turner Lane Association, \$150.00

Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

Turner Lane Association requested a meeting with the Commission to discuss the potential of Commission contribution towards the annual snow removal along Turner Lane. After a brief discussion, Wendy Sisson made a motion the Commission shall send a letter to the Turner Lane Association explaining again the reasons as to why they are not willing to contribute to the snow removal along Turner Lane. Don Ritchie seconded the motion. The vote was 4-0-1 with Paul Willard abstaining.

**Request for a Certificate of Compliance – 60 Brown Road, DEP#177-289**

Don Ritchie made a motion to issue a Certificate of Compliance for Richard and Sally Steele, 60 Brown Road, DEP#177-289. Joanne Ward Seconded the motion. The vote was unanimously in favor of the motion.

**Request to Extend the Order of Conditions – CHOICE, 105 Stow Road, DEP#177-632**

Don Ritchie made a motion to extend the Order of Conditions for CHOICE at 105 Stow Road, DEP#177-632. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion.

**All Board's Meeting September 6<sup>th</sup>**

Members were encouraged to attend the all board's meeting on September 6<sup>th</sup> at which a new budget process recommended by the Charter Commission will be discussed. Members discussed the amount of annual funding for maintenance of existing open space, gift of lands, and appraisals. Don Ritchie believes the Commission should request \$100,000. Paul Willard felt \$100,000 for the purchase of open space and \$50,000 for maintenance of existing open space.

After further discussion Don Ritchie made a motion to inform the Board of Selectmen for the All Boards Meeting that the Commission intends to apply for annual funding in the amount of \$100,000; this amount will give the Commission the ability to maintain existing conservation land, while at the same time having the ability to react in a timely manner to lands that become available for open space protection. Jim Burns seconded the motion. The vote was unanimously in favor of the motion.

**Request for Determination of Applicability Hearing – Ted Stefanik, 44 Old Littleton Road, Harvard#0817-01.** Opened at 7:33pm

**Request to conduct Forest Therapy walks on conservation land**

Pam Frederick has stated she is anticipating a group of 6 to 10 people for these walks. She has looked at other locations, including the Oxbow and Bower Springs in Bolton, which may better accommodate parking. She had indicated she would look into the Sprague land on West Bare Hill Road.

Joanne Ward made motion to allow Pam Fredrick to conduct Forest Therapy Walks on conservation land in Harvard with the following conditions:

- The Commission is to be notified 48 hours prior to any walks;
- There shall be no more than 10 participants at each walk;
- Car pooling is strongly recommended, which will allow other users of the land adequate parking;
- Any advertisements for these events shall not include any reference to the land being owned by the Town of Harvard or the Conservation Commission; and
- The approval letter shall be carried with Ms. Fredrick while on conservation land as proof of an allowed use and shall be presented upon request by a member of the Commission, its Agent or members of the Land Stewardship Subcommittee.

Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion.

**Potential Open Space – Woodside Road, Map 30 Parcel 14**

As requested at the last meeting, Liz Allard researched the minutes from 2007, which indicated the Commission had not made a determination as whether or not the parcel was unbuildable, therefore the property continued to be assessed as a buildable lot.

Paul Willard was not willing to sign the letter to the Assessor stating the lot was unbuildable due to the extent of wetlands on the property without the wetland being delineated. After discussing further, Liz Allard was asked to obtain price proposals from local engineers for an assessment of the property.

**Open Space Protection Plan**

Wendy Sisson reviewed amendments made to the Plan, which was submitted to Capital Planning and Investment Committee earlier this week as a supporting document to the Commission's request for \$200,000 toward the purchase of the David Land along Still River Road. Members thanked Ms. Sisson for her effort with editing the document.

**Licensing of Conservation Land Update**

Liz Allard stated she has not had an opportunity to review the documents provide by Joanne Ward at the last meeting. This item was continued to the next meeting.

**Update from the State Service Forester**

The State Forest Service, Lara Dooley, is currently away on vacation, but will request the forest plan for the property along Cruft Lane and mark the boundaries more accurately with the use of a GPS upon her return at the end of August. Ms. Dooley requested she be on site when this activity take places.

**Deer Browse Survey**

Jason Cole engaged the State to complete deer browse survey in Harvard this week. Division of Fisheries & Wildlife divides the State into fourteen "zones"; Harvard is within zone 9 for the most part, with the area east of I-495 within zone 10. Deer in these zones typically range in the 20 - 40 per square mile. Surveys of the land between the Willard land & West Bare Hill Road indicate a range of 15 - 20 per square mile.

Paul Willard stated he would like to have more private land opened up for hunting. Wendy Sisson is suggesting the development of a task force to start contacting landowners to discuss this matter. Mark Shaw suggested selling permits for a particular piece of conservation land to be able to know who is hunting where. Mr. Willard added to Mr. Shaw's suggestion, that hunting stands could be assigned to hunters. Research of the deeds for each parcel of conservation land will need to be conducted to determine if there are any restrictions to hunting.

**Massachusetts Runoff, Erosion & Sediment Control Filed Guide**

Don Ritchie made a motion to allocate \$25.00 for the purchase of the above mentioned guide for use by the Department of Public Works. Jim Burns seconded the motion. The vote was unanimously in favor of the motion.

**Adjournment**

Jim Burns made a motion to adjourn the meeting at 9:14pm. Joanne Ward 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  
Ted Stefanik, 44 Old Littleton Road, Harvard#0817-01  
August 17, 2017**

The public hearing was opened at 7:33pm by Chairman Paul Willard Don under Massachusetts Wetland Protection Act, Ch. 131 §40 and Harvard Wetland Protection Bylaw, Chapter 119 of the Code of the Town of Harvard in the Town Hall Meeting Room, 13 Ayer Road, Harvard

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

**Others Present:** Liz Allard (LUB Admin), Seth Donahue (Ducharme & Dillis)

The Request for Determination of Applicability was filed on behalf of Ted Stefanik for the installation of a sewage disposal system within the 100' wetland buffer zone at 44 Old Littleton Road, Harvard.

Seth Donahue, of Ducharme & Dillis, was present to represent the applicant. Mr. Donahue explained the plan calls for the installation of a new septic system with the same location of the existing system, which is a lawn area. The plan is to reuse existing force main, which will eliminate the need to dig a trench. The closest point to the wetland area is 60' from the edge of installed tank.

After a brief discussion, Jim Burns made a motion to close the hearing and issue a Negative#3 Determination with the condition that the erosion control barrier is inspected by the Conservation Agent prior to the commencement of activity. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

## EXHIBITS & OTHER DOCUMENTS

### Conservation Commission Agenda, dated August 17, 2017

#### Approve Minutes

- Draft minutes Harvard Conservation Commission Minutes, July 20, 2017, prepared by Liz Allard

#### Approve Invoice & Discuss Request for Additional Support

- Turner Lane Association invoice, dated August 7, 2017

#### Request for Determination of Applicability Hearing – Ted Stefanik, 44 Old Littleton Road, Harvard#0817-01

- Sewage Disposal System Design, 44 Old Littleton Road, Harvard, Massachusetts, Job No. 5567, prepared by Ducharme & Dillis, Civil Design Group, Inc., dated 7/24/17

#### Request for a Certificate of Compliance – 60 Brown Road, DEP#177-289

- WPA Form 8A Request for Certificate of Compliance, dated 8/6/2017

#### Request to Extend the Order of Conditions – CHOICE, 105 Stow Road, DEP#177-632

- Letter from Connie Donahue-Comtois, Executive Director, CHOICE Inc., dated August 7, 2017

#### Open Space Protection Plan

- Harvard 5-Year Open Space Protection Plan, dated 8/10/2017