

**HARVARD CONSERVATION COMMISSION
MINUTES OF MEETING
MAY 3, 2018
APPROVED: MAY 17, 2018**

Chairman Paul Willard called the meeting to order at 7:04pm 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, Jaye Waldron, Joanne Ward, Jim Burns, Carl Sciple and Mark Shaw (associate member)

Others Present: Liz Allard (LUB Admin) and Dan Wolfe (Ross Associates)

Pine Hill Village Update

Liz Allard has not had the opportunity to review the previous contract with Nitsch Engineering for the monitoring that was completed for the development known as Harvard Common Condominiums to assist in determining the scope of work for Pine Hill Village. Members express concern with the developer not fully understanding the installation and function of all of the stormwater management facilities proposed for Pine Hill Village. In addition, the Commission may be interested in re-working the construction sequence as to not allow the entire site to be clear cut all at one time.

Approve Minutes

Carl Sciple made a motion to approve the minutes of March 15 and April 5, 2018 as amended. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Approve Invoices

Joanne Ward made a motion to approve the invoice for Moore Lumber in the amount of \$114.67. Jim Burns seconded the motion. The vote was unanimously in favor of the motion.

Don Ritchie made a motion to approve the invoice for Voss Signs in the amount of \$15.90. Carl Sciple seconded the motion. The vote was unanimously in favor of the motion.

Approve Proposal for 6 New Conservation Signs

Jim Burns made a motion to allocate \$600.00 from the Conservation Fund for the creation of six new conservation signs. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

Continuation of a Notice of Intent Hearing – Department of Public Works, Pond Road, Harvard#0318-02. Opened at 7:25pm

Continuation of a Notice of Intent Hearing – Department of Public Works, Town-Wide, DEP#177-662, Harvard#0318-03. Opened at 7:15pm

Continuation of a Notice of Intent Hearing – YYT Harvard, LLC, Lot 1 166 Littleton Road, DEP#177-660, Harvard#0118-01. Opened at 7:30pm

Annual Town Meeting – Article 12 Conservation Fund

Of the Commission's request for \$35,000 for the Conservation Fund, the Finance Committee (Fin Com) recommended the appropriation of \$5,000. The Board of Selectmen voted this week to increase that amount to \$10,000. FinCom suggested the Commission seek revenue from the licensing of conservation land for agricultural use. The Commission has reinstated the collection of fees for use of the conservation land, which will bring in approximately \$4,500 annually. Don

Ritchie stated he would be able to represent the Commission at Town Meeting on the article for funding the Conservation Fund.

Update from DEP/MACC Regional Meeting

Liz Allard recently attended the first regional DEP/MACC meeting on April 24th. Department of Environmental Protection (DEP) is updating the online file retrieval system. The regional circuit rider has created an after hours hotline, in which Commission's can call her up until 9:00pm, Monday – Thursday with questions that may arise during a meeting. When it comes to wetland enforcement, DEP would like to take the lead if communication between the violator and the Commission breaks down or if the remediation involves wetland replication.

Environmental Forum

Harvard's 2nd Annual Environmental Forum will take place on May 31st. The Harvard Energy Advisory Committee is leading this event that will focus on climate change and resiliency in Harvard. Wendy Sisson and Liz Allard are scheduled to speak at this event.

Continuation of a Request for Determination of Applicability Hearing – Boston Solar, 36 Brown Road, Harvard#0317-01. Opened at 7:45pm

Review SuAsCo CISMA 5-Year Management Plan

Wendy Sisson reviewed Harvard's status with the SuAsCo Cooperative Invasive Species Management Area (CISMA). The Commission had no comments on the proposed 5-year management plan.

Emergency Certification Approval – 97 Woodside Road

Liz Allard explained the driveway at 97 Woodside Road has developed a sinkhole due to the failure of an existing culvert under the driveway that conveys the flow of Bower's Brook. The driveway is long and is the only access to the property. Ms. Allard met on-site with Dan Wolfe, of Ross Associates, and Gary Smith, of G.T. Smith Contracting, to review the proposed repair, which will be to replace two existing 42" galvanized corrugated pipes with two 42" plastic corrugated pipes. A coffer dam will be created on each side of the culvert to eliminate the flow of water while the new pipes are installed. Any dewatering that needs to take place will be pumped further down the driveway over a grassy area before it flows back into the existing fire pond on the property. Once all work is complete Ross Associates will prepare an as-built plan.

After a brief conversation the Commission agreed no additional filings by the property owner would be necessary. Jim Burns made a motion to issue an Emergency Certification for the activity described above for 97 Woodside Road. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

Review Letter re: fill in the riverfront area of Bower's Brook

After a brief discussion in regards to the dumping of a mattress within the riverfront area of Bower's Brook, Joanne Ward made a motion to approve the drafting of a letter to the property owner requesting the mattress be removed. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

Support Letter for Municipal Vulnerability Preparedness Grant Program

After a brief discussion the Commission agreed to support the Town's effort to apply for the Municipal Vulnerability Preparedness grant, however the Commission does not have the ability to be a stakeholder in the steering committee that will be created to execute this program.

Wendy Sisson made a motion to submit a letter of support in regards to the Municipal Vulnerability Preparedness Grant. Carl Sciple seconded the motion. The vote was unanimously in favor of the motion.

Land Stewardship Subcommittee Update

- Appoint Brian McClain to the remainder of Robert Benson's term
 - Wendy Sisson made a motion to appoint Brian McClain to the Land Stewardship Subcommittee (LSS) with the term to expire March 31, 2020. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.
- Willard Conservation Restriction & Baseline Report
 - Work will begin next week by Land Stewardship, Inc.
 - LSS is suggesting renaming the area to Willard Wildlife Sanctuary; there was no objection from the Commission on this suggestion
- Encroachment on Perini Land
 - A review of the site indicates the abutting property is encroaching onto the conservation land
 - A letter will be sent to the property owner

The following items appeared on the agenda under "Pending Business" and nothing new report at this time unless otherwise noted:

- Preservation of open space along Willard
- Discuss Potential Gift of Land – Brown Road
- Smith Land – Littleton County Road (Map 14 Parcel 56)
- Deer Management Update
- Potential Open Space – Woodside Road, Map 30 Parcel 14
- Update from the State Service Forester – Cruft Lane
- Chapter 147 Wetland Protection Bylaw Regulations
- Open Space Committee

Adjournment

Jim Burns made a motion to adjourn the meeting at 8:41pm. Don Ritchie 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 Notice of Intent Hearing Meeting Minutes
Department of Public Works, Pond Road, DEP# 177-663, Harvard#0318-02
May 3, 2018**

The public hearing was opened at 7:25pm by Chairman Paul Willard under MGL Chapter 131 §40 Wetland Protection Act and Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw in the Town Hall, 13 Ayer Road, Harvard

Members Present: Paul Willard, Don Ritchie, Wendy Sisson, Jaye Waldron, Joanne Ward, Jim Burns, Carl Sciple and Mark Shaw (associate Member)

Others Present: Liz Allard (LUB Admin)

This hearing was continued from April 19, 2018 on a Notice of Intent filed on behalf of the Harvard Department of Public Works for the replacement of an existing culvert and the addition of a gas catcher style catch basin within 100 of an intermittent stream along Pond Road, Harvard.

DEP file number has been received with comments stating Army Corp permitting may be required and should be determined. In addition, no information has been provided in regards to the need to make this improvement.

With additional information still needed, Don Ritchie made a motion to continue the hearing to May 17, 2018 at 7:10pm in the Town Hall. 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
Continuation of a Notice of Intent Hearing Meeting Minutes
Department of Public Works, Town-Wide, DEP#177-662, Harvard#0318-03
May 3, 2018**

The public hearing was opened at 7:27pm by Chairman Paul Willard under MGL Chapter 131 §40 Wetland Protection Act and Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw 13 Ayer Road, Harvard.

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

Others Present: Liz Allard (LUB Admin)

This hearing was continued from April 19, 2018 on a Notice of Intent filed on behalf of the Harvard Department of Public Works for generalized maintenance within wetland resource areas and the associated wetland buffer zones throughout the Town of Harvard as part of routine maintenance.

With the issuance of the DEP File number, Don Ritchie made a motion to close the hearing and issue an Order of Conditions that includes the narrative provided with the application and the letter from Natural Heritage Endangered Species Program. 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 Notice of Intent Hearing Meeting Minutes
YYT Harvard, LLC, 166 Littleton Road, DEP177-660 Harvard#0118-01
May 3, 2018

The public hearing was opened at 7:30pm by Chairman Paul Willard under MGL Chapter 131 §40 Wetland Protection Act and Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw in the Town Hall, 13 Ayer Road, Harvard

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

Others Present: Liz Allard (LUB Admin)

This Notice of Intent was continued from April 5, 2018, which was filed on behalf of YYT Harvard, LLC for the construction of a single-family dwelling, driveway, well and sewage disposal system, with a portion of the work within the 100' wetland buffer zone on Lot 1 166 Littleton Road, Harvard.

At the request of the applicant's representative Wendy Sisson made a motion to continue the hearing to June 7, 2018 at 7:30pm in the Town Hall. Jim Burns 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
Boston Solar, 36 Brown Road, Harvard#0318-01
May 3, 2018**

The public hearing was opened at 7:45pm by Chairman Paul Willard under MGL Chapter 131 §40 Wetland Protection Act and Code of the Town of Harvard Chapter 119 Wetland Protection Bylaw in the Town Hall, 13 Ayer Road, Harvard

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

Others Present: Liz Allard (LUB Admin)

This Request for Determination of Applicability, which was continued from April 19, 2018, was filed on behalf of Boston Solar for the installation of a ground mounted solar array with the 100' wetland buffer zone at 36 Brown Road, Harvard.

The applicant has requested a continuance, and Joanne Ward made a motion to continue the hearing to May 17, 2018 at 7:30pm in the Town Hall. Jaye Waldron 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 May 3, 2018

Approve Minutes

- Draft minutes of March 15 and April 5, 2018 prepared by Liz Allard

Approve Invoices

- Moore Lumber & Hardware Invoice: 263339, dated 4/27/18
- Voss Signs Invoice No. S-209430, dated 4/27/2018

Approve Proposal for 6 New Conservation Signs

- Estimated Cost of Six New Signs for Harvard Conservation Land, Philip Knoettner
Land Stewardship Subcommittee Conservation Commission, undated

Review SuAsCo CISMA 5-Year Management Plan

- DRAFT SUASCO CISMA Invasive Species Management Plan (ISMP), A Five-year
Management Plan for the SUASCO Cooperative Invasive Species Management Area,
undated