

**HARVARD CONSERVATION COMMISSION
MINUTES OF MEETING
JANUARY 30, 2020
APPROVED: FEBRUARY 6, 2020**

Chair Don Ritchie called the meeting to order at 7:01m in the Town Hall, 13 Ayer Road, Harvard 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, Joanne Ward, Jim Burns and Mark Shaw

Others Present: Liz Allard (Land Use Boards Administrator/Conservation Agent), Cathy Corning, Margaret Kusner and Marty Green (Harvard Press)

Discuss and Review Response to Open Meeting Law Complaint

Members reviewed the draft response to the open meeting law complainant and had minor revisions. Jim Burns wondered if there was too much detail within the response. Liz Allard explained with the response required to be sent to the Office of the Attorney General as well as the complainant she wanted to address all of the concerns of the complaint. Additional information to be included with in the letter from Wendy Sisson was acceptable to the members.

Paul Willard made a motion to approve the response letter to the open meeting law compliant as revised this evening and to have the letter signed by the Chair of the Conservation Commission. Joanne Ward seconded the motion. The vote was unanimously in favor of the motion.

Update on Wetland Violation – 131 Bolton Road

Don Ritchie briefed the members on the wetland violation that has occurred at 131 Bolton Road. Mr. Ritchie, Jim Burns and Liz Allard were on site today to work with the contractor to install the proper siltation barrier. The Commission briefly discussed how to proceed with this violation, which resulted in Jim Burns making a motion to issue an Enforcement Order requiring activity cease and desist, the installation of the siltation barrier and the filing of a Notice of Intent with the Conservation Commission for said activity. Paul Willard seconded the motion. The vote was unanimously in favor of the motion.

Adjournment

Jim Burns made a motion to adjourn the meeting at 7:44pm. Paul Willard 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 January 30, 2020
- Open Meeting Law Complaint Form, Eve Wittenberg, dated Jan 21, 2020
- Draft Letter to Eve Wittenberg, RE: Open Meeting Law Complaint, dated January 30, 2020
- Sewage Disposal System plan, prepared for Peter & Karin Koch, 131 Bolton Road, prepared by David E. Ross Associates, Inc., Job No. 22169, Plan No. L-9782, dated 6-6-06
- Five black & white site photos of 131 Bolton Road, dated 1/30/2020
- WPA Form 9A Enforcement Order, Nathan Bailey, 131 Bolton Road, dated January 30, 2020