

**HARVARD CONSERVATION COMMISSION  
MINUTES OF MEETING  
JULY 7, 2011  
APPROVED: November 17, 2011**

Chairman Paul Willard called the meeting to order at 7:08pm in the Town Hall Meeting Room

**Members Present:** Paul Willard, Wendy Sisson, Charlie Gorss, Don Ritchie and Jim Breslauer

**Others Present:** Liz Allard (LUB Admin), Bill Johnson, Carol Greenough, Jeff Richards (Transformations, Inc.), Warren Henderson, Steven Ventresca (Nitsch Engineering), Judy Gustafson, Robert Kody (Envision Homes), Rob Oliva (Ross Associates), Pam Browning and Ted Van Dusen

**Land Stewardship Subcommittee Recommendations for Conservation Signs**

Wendy Sisson stated that she has been speaking with Kim Becker of Becker Design to find signs that will last and will not need to be replaced in ten years for the regulation signs on Conservation Land. Ms. Sisson also stated that the wooden signs on Conservation Land are being re-made by residents who are part of the senior tax work off program to replace ones that are worn.

**Discuss Requested Five-Year Strategies and Objectives Plan**

Wendy Sisson stated that the Open Space and Recreation Plan will be a resource for the five-year strategies and objectives plan requested by the Board of Selectmen. Bill Johnson was present and stated that the format was found useful by Finance Committee. Mr. Johnson explained that this plan is for strategy and tactics only. Mr. Johnson added that it is meant for the Commission to communicate crisply task they want to achieve over the next five years, as well as a way to communicate with other boards and committees as to activities that the Commission may want to do in the future.

**Review and Discuss Permitting Brochure**

Wendy Sisson would like to send the brochure to all residents in Town. Jim Breslauer stated that the term "permit" could be confusing and a different word should be utilized. The need for these brochures to be sent to the local realtors was addressed as well. Ms. Sisson suggested that a cover letter be sent along with the brochure. The members agreed that a cover letter should be included in the mailing.

**Request for an Extension of the Order of Conditions – Sawyer, 44 Peninsula Road, DEP#177-519**

Liz Allard stated that the Commission has received a Request to Extend the Order of Conditions for Michael Sawyer at 44 Peninsula Road. This would be the last extension allowed for this Order of Conditions. Don Ritchie made a motion to extend the Order of Conditions for one year. Jim Breslauer seconded the motion. The vote was unanimously in favor of the motion.

**Request for a Certificate of Compliance – Willard Shores, 5 Highland Avenue, DEP#177-566.**

Liz Allard stated that the Commission has received a Request for Certificate of Compliance from Greg Louis for 5 Highland Avenue at Willard Shores. Ms. Allard inspected the work and found that a portion of the fill behind the retaining wall is still missing. The Commission concurred that in order to issue the Certificate the fill will need to be in place and inspected.

**Harvard Conservation Trust Request for use of Stone Land for "Run for the Hills" Event**

Liz Allard stated that the Harvard Conservation Trust would like to use the Stone Land again this year for their annual "Run for the Hills" event. Wendy Sisson made a motion to allow the Harvard Conservation Trust to use the Stone Land for their event in September. Don Ritchie seconded the motion. The vote was unanimously in favor of the motion.

**Review and Approve Plantings for 8 Westcott Road, DEP#177-588**

Liz Allard stated that Teddy Coffin is ready for the plantings on her property at 8 Westcott Road. Ms. Coffin is requesting to be allowed to plant Conservation Grass in the disturbed areas. The members wanted to know if the grass is shade tolerant, otherwise the choice of this type of grass will not be suitable for the area in question. Ms. Allard will confirm that the grass is shade tolerant.

**Planning Board Request for Comments – Harris Lot 1 (69) Whitney Road**

Liz Allard explained that the abutting property has wetlands along the property line which could be on Lot 1 as well and or have buffer zone on Lot 1. The plan submitted to Planning Board does not indicate wetlands. Ms. Allard suggested sending a letter to the applicant and the representative requesting that the wetland be delineated and buffer zones be shown on the plan so that they could determine if the activity will require a filing with the Commission. The members agreed.

**Continuation of a Notice of Intent Hearing – Department of Public Works, Littleton County Road, DEP#177-594, Harvard#0611-03. Opened at 7:30pm**

**Continuation of a Notice of Intent Hearing – Department of Public Works, Park Lane, Dep#177-593, Harvard#0611-02. Opened at 7:35pm**

**Continuation of a Notice of Intent Hearing – Transformations, Inc., Stow Road (Map 36 Parcels 85 & 86.1), DEP#177-586, Harvard#1010-01. Opened at 7:40pm**

**Notice of Intent Hearing – Envision Homes, Inc., 55 Warren Avenue, DEP#177-595, Harvard#0611-04. Opened at 8:30pm**

**Adjournment**

Jaye Waldron made a motion to adjourn the meeting at 9:56pm. 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, Littleton County Road,  
DEP#177-594, Harvard#0611-02  
July 7, 2011**

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

**Members Present:** Paul Willard, Wendy Sisson, Charlie Gorss, Don Ritchie and Jim Breslauer

**Others Present:** Liz Allard (LUB Admin)

This hearing was continued from June 16, 2011 on a Notice of Intent filed on behalf of the Department of Public Works for the resurfacing of the existing bituminous concrete road with roadway drainage improvements along Littleton County Road from Cleaves Hill Road to Old Schoolhouse Road with portions within the 100' wetland buffer zone.

The four members of the Commission who were in attendance at the June 16<sup>th</sup> meeting were not present this evening, nor had any of the members who missed the June 16<sup>th</sup> meeting the opportunity to review a recording of that meeting to be able to participate under the Mullin Rule. The hearing was unable to be opened this evening.

Don Ritchie made a motion to continue the hearing to July 16, 2011 at 7:30pm. Charlie Gorss seconded the motion. The vote was unanimous 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, Park Lane, DEP#177-593, Harvard#0611-03**  
**July 7, 2011**

The public hearing was open at 7:35pm by Chairman Paul Willard under the Massachusetts Wetland Protection Act, MGL Chapter 131 §40 and the Wetland Protection Bylaw, Chapter 119 of the Code of the Town of Harvard in the Town Hall Meeting Room

**Members Present:** Paul Willard, Wendy Sisson, Charlie Gorss, Don Ritchie and Jim Breslauer

**Others Present:** Liz Allard (LUB Admin)

This hearing was continued from June 16, 2011 on a Notice of Intent filed on behalf of the Department of Public Works for the resurfacing of the existing bituminous concrete road with roadway drainage improvements on Park Lane with portions within the 100' wetland buffer zone.

The four members of the Commission who were in attendance at the June 16<sup>th</sup> meeting were not present this evening, nor had any of the members who missed the June 16<sup>th</sup> meeting the opportunity to review a recording of that meeting to be able to participate under the Mullin Rule. The hearing was unable to be opened this evening.

Don Ritchie made a motion to continue the hearing to July 16, 2011 at 7:30pm. Charlie Gorss seconded the motion. The vote was unanimous 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  
Transformations Inc., Stow Road (Map 36 Parcels 85 &86.1)  
DEP#177-586, Harvard#1010-01  
July 7, 2011**

The public hearing was opened by Chairman Paul Willard under the Massachusetts Wetland Protection Act, MGL Chapter 131 §40 in the Town Hall Meeting Room

**Members Present:** Paul Willard, Wendy Sisson, Charlie Gorss, Don Ritchie and Jim Breslauer

**Others Present:** Liz Allard (LUB Admin), Jeff Richards (Transformations, Inc.), Warren Henderson, Steven Ventresca (Nitsch Engineering) and Judy Gustafson

This hearing was continued from June 16, 2011 on a Notice of Intent filed on behalf of Transformations, Inc. for the construction of a roadway, 17 residential buildings, septic system and public water supply source within the 100' wetland buffer zone, to include the installation of a new culvert along an intermittent stream.

Steve Ventresca, of Nitsch Engineering, was present and has finalized his review of the project. Mr. Ventresca provided a recap of the last several months. Wendy Sisson asked why the Storm Water Pollution Plan (SWPP) would be submitted prior to construction and not before the close of the hearing. Mr. Ventresca stated that the SWPP lays out erosion and sediment controls in a draft format that allows for changes based on site conditions. Jeff Richards, of Transformations, Inc., stated that the trees to be removed on the site will be felled at one time, but the stumps would remain until each phase is begun. Mr. Richards added that there is a large amount of infrastructure that needs to be put in place prior to construction of the structures. Ms. Sisson asked what happens if the site is cleared and phases are never complete. Mr. Richards stated that is a problem for all of us, but it is hard to tell what the market will bring. Ms. Sisson believes there is a potential for a large amount of erosion if the under story is cleared as well.

Jim Breslauer questioned the comment under #30 in the Drainage/Stormwater Management section of Nitsch's review letter dated July 7, 2011. Mr. Richards thinks there will be a number of protections during construction. Mr. Ventresca stated that he was looking for specific items after certain rain events in regards to review of the site, which can be incorporated into the Order of Conditions. Paul Willard asked if item #33 with the same section has been incorporated into the latest plan. Mr. Ventresca stated that they have. Ms. Sisson stated that the Commission is not experienced with such a large project and how to keep a handle on problems that come up during construction. Mr. Ventresca suggested a condition that will require pre-construction meetings for each phase.

Mr. Richards asked that for the record paragraph four on page two be corrected to state that it was from Stow Road to station 5-40 and not beginning at station 5-40. That correction was so noted. Ms. Sisson asked how many rain gardens are to be lined. Mr. Richards stated that there are a total of fourteen gardens, with five or six that are lined.

With another hearing scheduled for 8:30pm Don Ritchie made a motion to continue this hearing to 8:45pm. Jim Breslauer seconded the motion. The vote was unanimously in favor of the motion.

The hearing was re-opened at 8:52pm.

Mr. Breslauer asked in regards to comment #26 in Drainage/Stormwater Management section of the review letter, would not having gutters change the calculations of the HydroCAD significantly? Mr. Ventresca stated it would not. Mr. Ventresca was looking for details as to how rain water would be infiltrated.

It was noted that snow melt would be routed over land to rain gardens or drained to the constructed wetland and will be treated before it enters existing wetland. Mr. Breslauer is concerned with salt getting into wetlands from the melted snow. Mr. Ventresca suggested that a condition be added that requires a "No Salt" sign be installed at the start of the roadway.

Ms. Sisson stated that she would like to see a condition that limits how long an area can be left exposed before the applicant will be required to seed it in some manner. Ms. Sisson's concern is with invasive species that will come into such a prime location.

Judy Gustafson, an abutter, stated that she is hopeful the project is successful, but has an overwhelming concern that in these economic times she will be living next to a strip mine.

With no further comments from the Commission or the general public, Jim Breslauer made a motion to close the hearing and write an Order of Conditions that will include those conditions discussed over the course of the last several months with the help of Nitsch Engineering. Additionally, the applicant has agreed to allow the Commission extended time to issue the Order of Conditions beyond the required twenty-one days to August 4, 2011. Charlie Gorss 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  
Envision Homes Inc., 55 Warren Avenue, DEP#177-595, Harvard#0611-04  
July 7, 2011**

The public hearing was open at 8:30pm by Chairman Paul Willard under the Massachusetts Wetland Protection Act, MGL Chapter 131 §40 and the Wetland Protection Bylaw, Chapter 119 of the Code of the Town of Harvard in the Town Hall Meeting Room

**Members Present:** Paul Willard, Wendy Sisson, Charlie Gorss, Don Ritchie and Jim Breslauer

**Others Present:** Liz Allard (LUB Admin) Carol Greenough, Rob Oliva (Ross Associates) and Robert Kody (Envision Homes)

This hearing is on a Notice of Intent filed on behalf of Envision Homes, Inc. for the construction of a single-family home within the 100' wetland buffer zone at 55 Warren Avenue, Harvard.

Rob Oliva, of Ross Associates, Inc., explained that the existing lot had a house that was previously damaged by fire and has since been removed. There is a wetland across the street and is down gradient from the project location. A ponding area across roadway that has been indicated on revised plan as requested at the July 5<sup>th</sup> site walk. The application is for grading, the re-establishment of the driveway and a portion of the structure within 100' buffer zone. All required setbacks have been maintained. There is no plan to pave the driveway. Jim Breslauer stated that the limit of work is and shall be the slope as indicated by the erosion control line.

With no further comments from the Commission or the general public Jim Breslauer made a motion to close the hearing and write an Order of Conditions that includes the standard special conditions as well as a condition that shall require that at the end of each work day, erosion controls will be place at the end of driveway. Wendy Sisson seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Liz Allard  
Land Use Administrator/  
Conservation Agent

## DOCUMENTS & OTHER EXHIBITS

### **Continuation of a Notice of Intent Hearing – Transformations, Inc., Stow Road (Map 36 Parcels 85 & 86.1), DEP#177-586, Harvard#1010-01**

- WPA Form 3 Notice of Intent – Transformations, Inc., Stow Road (Map 36 parcels 85 & 86.1) dated October 2010
- Notice of Intent Plan, Pine Hill Village, Harvard, Mass., dated June 3, 2011
- Nitsch Engineering Final Review Letter, dated July 7, 2011

### **Notice of Intent Hearing – Envision Homes, Inc., 55 Warren Avenue, DEP#177-595, Harvard#0611-04**

- WPA Form 3 Notice of Intent – Envision Homes, Inc., 55 Warren Avenue, dated June 2011
- Sewage Disposal System Plan, Envision Homes Plan-No, L-9945, dated June 27, 2011