

Holland Conservation Commission

27 Sturbridge Road, Holland MA 01521

Minutes of Conservation Commission: May 23, 2017

Members Present: Chairperson Marcia Beal; Kathy McKenna; Andy Harhay; Fran Gallo; Chris McCooe; Anne Hall; Jessica Chaffee

Members Absent: None

Other Attendees: Janice Brigham; Chad Brigham

Andy Harhay, Acting Chairperson, called the meeting to order at 6:30 pm.

Motion made by Chris McCooe to accept minutes of May 9, 2017. Seconded by Andy Harhay. All in favor--motion passed.

Correspondence/Email:

- 5/9/2017: Email from Joy Duperault with the new 2017 CRS Manual FEMA Released attached to be downloaded. *Ask Ginger to copy this onto a flash drive and make copies.*
- 5/9/2017: Lynn Arnold responding to question about Fuss and O'Neil report. She does not know of a "Lake Only" copy but did say that there is a report in the Board of Selectmen's Office. This is a dam maintenance report, and the first-year dam inspection was done by Fuss and O'Neil. Lynn also said that Chris McClure was hired to do inspections after the first year.
- 5/10/2017: Joanne Higgins clarifying the pictures of catch basins. The jpegs and report show the GPS location and photos of the catch basins that have been cleaned out and the date they were cleaned out. Some are marked for repair. This is done to comply with ConCom and Mark Stinson request. *Chris printed the pictures.*
- 5/10/2017: Mike Evans regarding iFleet information—the ultimate in Septic Tank Service software.
- 5/10/2017: Joy Deperault sent and email about a FEMA Webinar, *Taking Shelter from the Storm—Building a Safe Room for Your Home or Small Business (2014).*
- 5/10/2017: Ralph Donadio responding to Concom's email on May 10 sent by Marcia Beal.
- 5/10/2017: New Report from NREL regarding price savings on Solar Energy.
- 5/12/2017: MHP's Housing Institute will take place on June 7 & 8, 2017. This is a 2-day workshop on affordable housing.
- 5/12/2017: Joy Deperault passed along information for anyone who may be interested in taking the Certified Flood Plain Manager exam in Montpelier, VT on 6/23/17.
- 5/14/2017: Ralph Donadio informed Concom that he will bring proof of mailing to abutters and will pay the additional town fee on 5/23/17. Since the existing septic system plan was already approved, he will delete the new trenches on his existing previous plan. He wanted to know if he needed to bring anything else to the Public Hearing on 5/23/17. *Chris McCooe will respond to him.*
- 5/15/2017: Joy Duperault sent information on a free online course: Flood Provisions of the International Residential Code.
- 5/16/2017: Two emails from the Worcester Telegram and Gazette regarding public notices.
- 5/16/2017: Kelli Robbins sent an email indicating the need to see her if your term appointment is up at the end of June, and if you want to be reappointed. She needs to arrange with the Select Board to have this done in a timely manner.
- 5/17/2017: Email notification from National Grid regarding utility maintenance schedule to be performed at Pole #3 on Fenton Road in Holland, MA. Letter and map attached to the email.
- 5/17/2017: Barbara Newton sent along a copy of the Holland Year End Line Transfer Request Form
- 5/18/2017: Email from Sharon Ashleigh, Town Clerk, regarding 11 Island Road. She couldn't reach ConCom by telephone.
- 5/18/2017: Joanne Higgins sent along more pictures of the catch basins that were cleaned and inspected this week. *Chris McCooe will talk with her about putting these pictures directly onto a flash drive as they are using up too much email capacity.*
- 5/23/2017: Response from Sharon Ashleigh regarding Andy's email sent Friday, 5/19/17. She has not notified the BOH regarding run-off into the lake.

Correspondence/Mail:

Certificate of Compliance for 30 Stoney Hill Road. ConCom needs to make a site visit.

Phone Calls/Messages:

Message from Trish Oaks regarding 11 Island Road: Fence post-holes were dug and there was muddy run-off into the lake. Andy made a site visit and could not determine if there had been an impact, since two days had elapsed and the fence had already been installed. He tried to contact owners about a getting a permit for the fence, but the Vision database did not yet show that the property had been recently sold to new residents from Connecticut. Chad Brigham who was attending the open meeting, commented on the pictures of the fence and noted it seems like the fence was installed properly. Andy will follow-up with the owners and Trish Oaks.

Old Business:

- **Update on tree cleanup on Julia Ann Drive:** Jessica went over and looked at the site. All the logs and brush have been removed. Chris advised that they could remove a section of the silt fence to provide access to the beach, but leave as much protection in place as possible.

- **Update on Hamilton Reservoir weed treatment NOI:** The BOS submitted an extension request for the original weed treatment NOI #129, and this was given to Mark Stinson. It was never registered originally, so they can't register the extension. A new NOI is being written. It is almost done, and Kelli will contact Wildlife and Fisheries to ask for an exception to start the drawdown before Nov. 1, 2017. The BOS needs to assume responsibility for doing the abutters' notices. Chris McCoee said she can probably finish the NOI by July. The BOS are the applicants for the weed treatment NOI. Weed survey is May 31 and treatment is scheduled for June 14.
- **Update on Clerical Support:** Andy said both the BOH and ConCom requested clerical support in the FY18 budget. The additional funds for clerical support will be presented at the Annual Town Meeting. Anne noted that Ginger is familiar with some of our work. Andy suggested that Marcia come up with a listing of what needs to be done. Kathy, Chris, and Marcia will work as a subcommittee to create a list of clerical and agent-type tasks that would support ConCom administrative activities.
- **Update on purchase of Monitor:** Kathy noted that she spoke with someone who is technology oriented and had experience with trying to mirror images for a meeting. He said that the USB ports or HDMI ports work more efficiently and quickly than trying to mirror images. It was agreed that ConCom will purchase a monitor to use at meetings and hearings as voted on at our last meeting. The purpose is to share pictures, plans and diagrams that can be viewed by all meeting attendees at the same time.
- **Update on purchase of litter signs:** Anne noted that she has tried to move forward with getting the litter signs. The Trails Committee gave Anne \$500 for Bulkie Day, but the BOH is not interested in helping. Anne will try to get private donations for litter signs.
- **Discussion of potential tasks for a part-time Agent:** This would not be a town-funded position. It would be paid by the applicant. Andy questioned this: What is the tipping point—how much can you charge a Holland resident? ConCom would need to be selective as to how to use an agent. Marcia said we need to have in mind a specific amount to pay an agent. Tabled agent discussion for another meeting.
- **Update on discussion with BOH regarding grey-water issues on 11 Island Road and Shore Lane off of Brandon Road:** Andy noted that according to the BOH, the release is not grey-water but is drainage water from the house perimeter. Even if it was grey-water, BOH indicated that it is legal to release it to the ground to allow it to percolate through the soil. ConCom needs to ask DEP about how grey-water affects the buffer zone.
- Marcia will issue an Enforcement Order on 24 Brandon Road—they dug out under their house without a permit.

New Business:

- **Combined ConCom and LOC Meeting:** Suggested that we plan on June 7 or June 21 for the combined meeting. LOC will do an agenda and ConCom will do an agenda.
- **Complaint Received:** 50 Stoney Hill Road. 11 giant oak trees were cut down.
- **Computer Login:** All ConCom members need to know how to sign on to the office computer and the Login information to access the DEP. We also need to review how to check phone messages remotely.
- **Question about OCCs:** What does ConCom do if someone does not follow the Order of Conditions? Need a consistent procedure in place.
- **Two requests for certificates of compliance**
 - 10 Brandon Street (Thompson, for a waterfront wall): Chris McCoee and Jessica Chaffee will make the site visit. Need to take the OCC for site visit
 - 30 Stoney Hill Road (Henchey): Need to do a site visit. Fran Gallo, Anne Hall, Marcia Beal will do the visit Friday morning. Need to take OCC to site visit.

Round Table Discussion:

- Review Jessica's draft list of "how to" items for next meeting.
- Discuss the Highway Department's catch basin pictures. What do we do with them as they are impacting our email capacity and who is going to monitor and review the information? Chris noted that the LOC is supposed to get the reports. Kathy suggested we ask JoAnne Higgins to load the information onto a flash drive rather than email it to ConCom. Chris will follow up on this.
- Need to determine our role with the highway maintenance reports.
- Expenses:
 - **Motion:** Anne Hall made a motion that Conservation put \$100 toward the purchase of Do Not Litter signs. Chris McCoee seconded motion. Andy asked who the check would go to. Anne indicated that would probably either go directly to *All Signs* or be a reimbursement to her; she will let Andy know. Highway will supply the posts and install the signs. All in favor. Motion passed

- **Motion:** Jessica made a motion to put \$100 toward the purchase of reusable, Weed Treatment signs. Seconded by Marcia Beal. All in favor. Motion passed.

Public Hearing Continuance—7:30 pm

NOI: 184-0334/ Ralph Donadio (19 Lakeridge Drive) New House Construction

Meeting Opened at 7:30 pm by Andy Harhay. Acting Chairperson.

Person's Attending: Chairperson Marcia Beal; Kathy McKenna; Andy Harhay (Acting Chairperson); Fran Gallo; Chris McCooe; Anne Hall; Jessica Chaffee; Ralph Donadio (owner); Chad and Janice Brigham (Abutters, 16 Lakeridge Dr.)

Discussion:

- Ralph will be applying for a special permit from the Planning Board for tear downs and rebuild.
- ConCom completed a site visit on 5/10/2017 with photos taken.
- Revised plan dated 4/25/17: Clarified that this is the final revision. House dimensions are 30 ft. x 40 ft. Septic was put in previously and is certified for a 3-bedroom home according to BOH. Ralph said he is not changing or adding to the Septic System as advised by BOH. Neighboring wells are 50 feet from septic and 80 feet from septic. The new house proposal is for 1800 square feet to replace a 450 square foot cottage. The new house is 70 feet from the water. It will be built a further distance away from the water.
- Ralph provided the list of abutters and the letter he sent to abutters.
- Janice Brigham questioned whether anything has been approved. She was told that it is up to the Planning Board to approve the house plans, not ConCom.
- Though abutters and ConCom members have questions and some concerns about the house size and the proximity of wells to the septic system and the construction site, our role is to focus on the Order of Conditions to protect the lake, during and after construction, from any negative impact particularly run-off and storm water issues.
- The new house is in the buffer zone. The distance from the house to the road is 26 feet.
- On the lake side there is to be no digging beyond where the footprint of the house is located.
- A planting plan needs to be in place prior to construction.
- Ralph noted that any clearing will take place between the house and the road.
- Discussion of where to place barriers and how many barriers are necessary to protect the lake on this hilly site. Owner will maintain safeguards to wetlands and resource area as appropriate to conditions. Barriers were marked on Ralph's file.
- Nine conditions were drafted.
- **Motion:** Jessica Chaffee made a motion to close public hearing at 8:10 pm. Chris McCooe seconded. All in favor motion passed
- Public Hearing was closed at 8:10 pm.

Motion: Chris McCooe made a motion to accept the Order of Conditions 1-9 as written in the NOI #184-0334. Jessica Chaffee seconded. 6 members in favor 1 member opposed.

DECISION: Approval of the NOI with 9 specific conditions to protect the resource area.

Next Meeting Date: June 13, 2017

Suggested Agenda Items:

- Jessica's "How to List"
- Compile and on-going list of good generic OCCs that can be used in different situations so we are not always creating new ones.
- Update 11 Island Road
- Update on other site visits (10 Brandon Street and 30 Stoney Hill Road)
- Set up a protocol with regard to who will be responsible for monitoring the Highway Department's reports and when this should occur
- Update on signs
- Update on combined meeting between ConCom and LOC
- Update on list of potential tasks for clerical/agent-type support.

Motion to adjourn made by Chris McCooe. Kathy McKenna seconded. All in favor—motion passed.

Meeting Adjourned at 9:30 pm

Minutes respectfully submitted,

Kathy McKenna

CC: Select Board, Town Clerk, Board of Health, Planning Board, Building Inspector, Highway Surveyor, Zoning Board of Appeals, File and HCC Chairperson, Board Clerk