

Holland Conservation Commission
27 Sturbridge Road, Holland MA 01521
Minutes of Conservation Commission held on December 10, 2019

Members Present: Chairperson, Andy Harhay; Kathy McKenna; Marcia Beal; Jessica Chaffee; Dawn Kamay; Kaitlin Laabs; Sam Spratlin **Clerk:** Ginger Buteau

Members Absent: None

Meeting called to order at 6:30 pm by Andy Harhay, Chair

Approval of Minutes from 11/26/2019: Kaitlin made a motion to approve the minutes as written. Dawn seconded. All in favor; motion passed.

Email Correspondence:

- 11/26/2019: From Chris Capone, DCR indicating that he would take a look at the Burlingame property regarding the logging complaint filed by the Livingstons. He also asked if ConCom received an FCP for Todd Montgomery, Allen Hill Road.
- 11/27/2019: From Mark Stinson noting that ConCom needed to check off Negative Determination #2 for the Brandon Cove RDAs.
- 12/2/2019: Andy's response to Chris Capone thanking him for looking into the Burlingame complaint. He also indicated that ConCom had received the FCP. Andy suggested that the entire parcel be kept under DCRs jurisdiction rather than splitting the responsibility.
- 12/2/2019: Andy's letter to Robinson Tree Service with concerns about tree cutting in the buffer zone without obtaining permission from ConCom. He explained the tree cutting policy and attached a copy of the application.
- 12/9/2019: Chris Capone with response to Andy's email regarding Sutcliffe Road/ Burlingame property. He is still looking into it. Also, he seemed pleased with Andy's suggestion that the Montgomery FCP be considered one piece of property monitored by DCR.
- 12/9/2019: From Richard Haller requesting use of the ConCom office on Wednesdays and possibly obtaining a key to the office. (*Andy will respond*).
- 12/10/2019: From David Cawley/6 Stoney Hill notifying ConCom that Bonin Tree Services has been cutting down trees on property owned by Dennis and Lizbeth Champney/ Sandy Beach Extension. It is a steep property and the deforestation may cause a flooding hazard. (*Jessica viewed the property. It is not jurisdictional; Andy will respond*).

Tree Removal Approvals/site visit update:

Michael Sherman/41 Sandy Beach Road—removal of 7 trees: Application approved with mitigation.

New Tree Removal Applications: No new applications

Plan site visits prior to next meeting:

32 Heritage Drive/ location for possible tight tank. Dawn, Sam, and Marcia will try to visit—probably on Friday, Dec. 13th. Dawn will email about the site visit.

Round Table:

- General discussion about Negative Determination #2 versus Negative Determination #3 based on Mark Stinson's email dated 11/27 2019.
- Jessica made a site visit to review the 12/10/2019 tree cutting complaint made by David Cawley regarding trees being removed between 6 and 22 Stoney Hill Road. Jessica stopped by today, and spoke with the tree removal company. The trees being removed are more than 100 feet from the lake and out of ConCom's jurisdiction. If run-off from this property hits the lake, then it becomes jurisdictional. Andy will email Cawley's with this information.
- Kaitlin will take the suggestions for the letter to the Highway Department and draft a revised copy for all to review.
- Andy handed out a copy of the rules for hiring outside consultants under G.L. Ch.44 53G and asked everyone to review these.
- Commissioners discussed retention of documents how to deal with files.
- Andy wanted ConCom to keep following up on NOIs that have not filed their COC with the Registry of Deeds.

ConCom Structure: Andy is considering an appointment to the Finance Board. If so, he will need to resign from ConCom. The Finance Board would want him to begin no later than January 15, 2019. We discussed the chairperson's duties. Jessica said she would take on the role of chairperson, but would like a list of the duties that Andy has been performing. We discussed setting agendas, and the financial responsibilities involved in being chairperson. Marcia offered to draft the annual report for Commissioners to review. Ginger noted that she can be available to help with bills and payments. It was noted that all the commissioners need to be more willing to share and take on responsibilities.

- **Motion:** Dawn nominated Jessica as Conservation chairperson beginning January 1, 2020. Kaitlin seconded. All in favor; motion passed.
- **Motion:** Kathy nominated Katlin Laabs as Vice Chair beginning January 1, 2020. Jessica seconded. All in favor; motion passed.
- **Motion:** Dawn nominated Kathy continue as secretary. Jessica seconded. All in favor; motion passed.
- Marcia will remain on Open Space Committee.
- Kaitlin will remain on LOC for the time being.
- Jessica, Kaitlin and Kathy will meet with Andy before January to go over roles and responsibilities.

Andy will draft his letter of resignation, and Jessica will take over as Conservation Chairperson on January 1, 2020.

RDA Public Meeting/Joseph Coan (contractor)**Project: Construct concrete deck**

No one showed up to the meeting tonight. Ginger to contact Joseph Coan.

Potential NOI/Kevin Palmer/6 Old Acres/ Alteration of Waterfront

No one showed up to the meeting tonight.

Walk-Ins

Lorri McCool/Engineer and Ernie McCool/32 Heritage/tight tank installation: Lorri is representing the property at 32 Heritage, which is in foreclosure. She presented an engineered plan for installation of a tight tank. The property is close to a stream and high above a pond. The only possible option to upgrade the failed, old septic system is a tight tank. She brought a copy of the engineered plan asked about filing a RDA for this project. Marcia noted that the stream flows actively. Lorri was told that when Arthur Quinn approves the plan, ConCom will need to have a copy of it. The tight tank would be located approximately 60 feet from the stream. Lorri will go ahead and submit an RDA for this project.

Adjournment:

- Jessica moved to adjourn the meeting, Kathy seconded. All in favor; motion passed.
- **Meeting adjourned at 8:24 pm.**

Respectfully submitted,

Kathy McKenna, Secretary