

**Holland Conservation Commission**  
**27 Sturbridge Road, Holland MA 01521**  
**Minutes of Conservation Commission held on July 14, 2020**

**NOTE:** Due to the Corona Virus this meeting was held remotely using Go-To-Meeting

**Members Attending Remotely:** Chairperson, Jessica Chaffee;; Kathy McKenna; Marcia Beal; Sam Spratlin; Dawn Kamay    **Members Absent:** Kaitlin Laabs,

**Meeting called to order at 6:31 pm by Jessica Chaffee, Chairperson**

**Approval of Minutes from 6/23/2020:** Dawn made a motion to approve the minutes from 6/23/2020. Marcia seconded. All in favor; motion passed with a yes vote from the following members. **Members who verbally voted in favor:** Jessica Chaffee, Sam Spratlin, Dawn Kamay, Marcia Beal, Kathy McKenna. **No one verbally opposed.**

**Email Correspondence:**

- 6/23 - 6/25/2020: Emails from several members to develop and revise a statement for Marcia to read at the Town Meeting. *(Statement was sent to all members.)*
- 6/25/2020: From Claire May as a new resident in town living on Colette Drive by the public access point, she has some questions/concerns about the condition of the right-of-way and who is responsible for maintaining it. There is a large broken dock in the water along with some garbage in the water, and an old boat on a trailer parked on Over-the-Top Road above her property which is now used as storage space. She wanted to know who is responsible for maintaining and cleaning up this area. *(Refer to select board and police and LOC.)*
- 6/29/2020: From Richard Haller with the draft of the Community Forest Plan attached. *(Kathy forwarded the plan to ConCom members.)*
- 6/29/2020: From Janine Drake informing ConCom that the selectmen have authorized the opening of the Town Hall for meetings. All members and participants are required to wear masks and have seating 6 feet apart from each other. They are working on getting supplies to disinfect spaces and each board, committee or departments that are meeting will be responsible for disinfecting the meeting space, handles, chairs, etc. according to CDC guidelines after the meeting. State mandated requirements for reopening during the Covid pandemic were attached to this email. *(Kathy forwarded the email to Concom members.)*
- 6/29/2020: Deb Colt forwarded the Tree Removal Application to Albert Neumann of 5 Sunset Lane.
- 6/30/2020: Richard Haller sent along a zip drive of forest maps to be forwarded to members. *(Kathy was unable to forward the zip drive attachment from her computer.). Kathy to email Richard with all our addresses so he can forward the zip drive to us.*
- 6/30/2020: Richard Haller asked Kathy to forward an email from Ed Hood regarding the Community Forest Plan.
- 7/1/2020: From Richard Haller with a RDA attached for 74 Sturbridge Road.

- 7/2/2020: From Janine Drake. The sanitizers, etc. have been received so boards can meet in person, but the public is not allowed to attend any meetings. (*Kathy forwarded the email to all members.*)
- 7/2/2020: From Lindsay Martucci with the the dues Roster for MACC. (*Note: The roster needs revision. Kathy forwarded it to all members.*) **Jessica Will Do this**
- 7/3/2020: From Sharon Davis/5 Candlewood Drive with a question about stairs on their water front. (Jessica responded that she would need to contact the Building Inspector as we do not know what he will require. Conservation will need to sign the pink sheet.)
- 7/6/2020: From Steve Bressette with the plan approved by the ZBA attached.
- 7/6/2020: From MACC with information on the declaration of a Level 2 Drought.
- 7/6/2020: From Deb Colt informing us that her last day is 7/9/2020.
- 7/7/2020: From Jana Hanson inquiring about wetlands and building restrictions on property along Vinton Road that she is interested in purchasing. (*Kathy responded explaining that ConCom needs a plan to be able to answer her questions and suggested that she access the GIS maps on the website.*)
- 7/8/2020: From Kathy McKenna with pictures from Pine Tree Drive washout.
- 7/9/2020: From Lauren Gauthier (B and R Tree Service). With a tree removal application attached for a customer who resides at 33 Sandy Beach Road. (Kathy acknowledged receipt of this application.)
- 7/9/2020: Tree Removal Application from Andy Harhay
- 7/10/2020: A forwarded message from Al Neumann/5 Sunset Lane with a tree removal question. (*Kathy spoke with him by phone and sent a tree removal application.*)
- 7/12/2020: From Costa Despina 33 Pine Tree Drive thanking Jessica for taking the time to talk with him regarding the issues on Pine Tree Drive.
- 7/14/2020: L. Gauthier's acknowledgement of Kathy McKenna's email on 7/13/2020.
- 7/14/2020: From Jeff Chasse/8 Stafford Rd. Requesting a COC.
- 7/14/2020: From MACC with education update.

### **General Correspondence:**

4/28/2020: Unable to access the Town Hall to check the mailbox due to Corona Virus restrictions.

### **Phone Messages:**

- A resident called leaving no name wanting a recommendation for tree services. (*Kathy returned the call and noted that ConCom avoids making recommendations of this kind, but indicated that there were several reputable companies in our area that could be found online or in the newspapers*)
- Tom Gould/Allen Hill Road wants to be contacted by ConCom—left no reason and no phone number.
- Sharon and Steve Davis/Candlewood Drive: Andy had visited about a year ago to look at the site. They have a stairway in place and want to cover it with wood planks. (*Jessica called them and suggested that they check in with Jack Keough and ConCom could then sign-off on the Pink Project Sheet.*)
- Al Neumann/5 Sunset Road with questions about tree removal. (*Kathy returned call and emailed him a Tree Removal Application.*)
- Jana Hanson: Kathy responded to her via email regarding her questions about wetlands.

- Lauren from B & R Tree Service: Kathy responded via email.
- Darlene: Needs a sign off to be able to sell her house. 508-277-4461 (*Kathy returned call 7/14 & 7/15 and left messages. Darlene contacted Kathy and said that they were all set. Jalbert Engineering had the paperwork that was needed.*)
- An anonymous complaint was received about tree cutting near the shore line at 38 Stoney Hill Road. (*Dawn Kamay will take a ride by the address to see what is happening. Kathy reviewed past minutes and it seemed that it was permitted via an RDA, Negative Determination #3 on 9/26/2017.*)
- Melanie called with a question about property line delineation. (*Kathy returned her call and suggested she should contact the Board of Assessors and/or the Administrative Assistant.*)

### **Review of Tree Removal Applications:**

- **Doug and Olivia Kroncke/31 Shore Drive:** The address on the application was difficult to read causing Sam and Marcia to go to the wrong **address where** they did not see any marked trees. Sam contacted the Kroncke's and went back to make a site visit. He noted that the trees are end of life, and in poor shape. They pose a danger to people and property. The Kroncke's are willing to plant 27 Native Shrubs to replace the trees. It was suggested that they add some bird houses as part of the mitigation. One other person will need to visit the site before approval is given.

### **New Tree Removal Applications:**

- Andy Harhay/7 Massaconnic Trail
- B & R Tree Service representing Catherine and Raymond Muravvski/33 Sandy Beach Road
- Al Neumann/5 Sunset Road (He submitted a letter with a detailed description of the trees which are marked.). Kathy will follow-up and ask him to submit an application.

### **Review of Site visits made since last meeting:**

- **Richard Haller/74 Sturbridge Road:** Site visit by Dawn and Kathy on July 8, 2020. See RDA discussion
- **Paul and Theresa Les/19 Island Road:** Site visit by Dawn and Kathy on July 8, 2020. See NOI Review
- **Update on 33 Pine Tree Road/Road Washout:** Site visit made by Jessica and Kathy on July 9, 2020. Pictures were shared of the wash out, and Jessica summarized the site visit meeting with Brian Johnson. Brian will re-grade the road and direct the run-off into a sediment pond created on town owned land. Brian would like to alleviate this recurring situation and noted this solution will benefit the lake. Road re-grading is in the Bundled NOI for the Highway Department. The town property needs to be surveyed, and an engineer will draw up plans for the sediment pond which will require an NOI. The sediment pond will need to be cleaned out periodically. Jessica spoke with one of the homeowners along this stretch of Pine Tree Drive who noted that the end of the road is held up by a tire wall. Jessica suggested that once the road is re-graded the homeowner should plan to come before ConCom to discuss the wall.

**7:00pm RDA Public Meeting  
Richard Haller/74 Sturbridge Road  
Rock Wall/Repair**

**Persons Attending Remotely:** Chairperson, Jessica Chaffee; Kathy McKenna; Marcia Beal; Sam Spratlin; Dawn Kamay, Richard and Christine Haller (applicants)

**Discussion:** Richard noted that previously a large tree was uprooted and had fallen into the lake. Some of the stump remained, and over the years the land underneath the stump has been eroding into the lake. They would like to put stones along the area where the land is eroding to prevent further sediment from running into the lake. Sam asked if he planned to cut away the remaining roots. Richard noted that there would be no digging in the lake bed. A Site Visit was made on July 8, 2020 by Dawn and Kathy who felt that Richard's plan would help to stabilize the land and prevent more erosion

**Motion:** Marcia made a motion to accept the RDA with a Negative Determination #3. Kathy seconded the motion.

**Members who verbally voted in favor:** Sam Spratlin, Dawn Kamay, Marcia Beal, Kathy McKenna. Jessica Chaffee. **No one verbally opposed. Motion passed.**

**Decision:** RDA for Richard and Christine Haller/74 Sturbridge Road was accepted with a Negative Determination #3.

**7:15pm Public Meeting/Review NOI #184-0371  
Paul and Theresa Les represented by Steven Bressette/19 Island Road  
Review Plan Changes**

**Members Attending Remotely:** Chairperson, Jessica Chaffee; Kathy McKenna; Marcia Beal; Sam Spratlin; Dawn Kamay, Paul and Theresa Les (applicants)

**Discussion:** The ZBA made changes to the original plan for the garage. Steve Bressette, Engineer, submitted a revised plan dated 4/20/2020 for NOI# 184-0371. The garage is smaller and moved back toward the house so as to be more in compliance with the zoning regulations. The garage doors will face the road so that cars will enter directly from the road into the garage. The old driveway near the edge of the road will be used for parking the rest of the driveway will be made into a permeable surface or planted with grass. There will be a new berm along the road that will keep the water from running onto the property. The dirt that is dug out for the garage will be used to level the area.

**Motion:** Sam moved to approve the changes to NOI # 184-0371 as submitted on the plan dated 4/20/2020. Dawn seconded.

**Members who verbally voted in favor:** Sam Spratlin, Dawn Kamay, Marcia Beal, Kathy McKenna, Jessica Chaffee. **No one verbally opposed. Motion passed.**

**Decision:** The changes to NOI # 184-0371 as shown in the revised plan dated 4/20/2020 were accepted.

### **COC request Jeff Chase/8 Old Stafford Road**

**Members Attending Remotely:** Chairperson, Jessica Chaffee; Kathy McKenna; Marcia Beal; Sam Spratlin; Dawn Kamay,

**Discussion:** Jeff is requesting a COC as there is an open OOC for a septic system dated Jan. 12, 2016. Because the house is being sold, it will need to pass a Title V inspection.

**Motion: Kathy made a motion to issue a COC for 8 Old Stafford Road. Sam seconded the motion.**

**Members who verbally voted in favor:** Sam Spratlin, Dawn Kamay, Marcia Beal, Kathy McKenna, Jessica Chaffee. **No one verbally opposed. Motion passed.**

**Decision: A COC will be issued for 8 Old Stafford Road.**

### **Round Table**

- **The Town Warrant for a Conservation Agent:** Update on Town Meeting
- **Enforcement**—Dawn noted that enforcement is in the by-laws. It is a non criminal complaint delivered by the police. Dawn is concerned about people who refuse to comply and feels we should follow through on enforcement.
- **Conservation IDs:** Dawn's has lanyards identifying ConCom members for site visits.
- **Candlewood Drive /Sharon Davis:** Jessica explained that the owners want to put wood over stone steps that are currently in place. Conservation will sign off on the Project Sheet. Jessica asked them to check with Jack Keough in case they need a permit to do this.
- **Town Forest Draft Plan.** Richard Haller explained the Town Forest Draft Plan. He said that it needs approval from Open Space, Conservation and Trails. The plan is designed to give parameters. It shows what is existing and what could be done. For example: A dirt parking lot has been changed to a permeable surface (dirt or gravel). Richard Haller asked that ConCom members review the plan and place it on the agenda for a future meeting, so that a vote can be taken to approve the plan. Kathy noted that she was unable to forward the zip drive attachment with forest maps to Conservation Members. Richard will send it along to each member after Kathy sends him email contact information. Kathy previously forwarded the Town Forest Draft Plan to ConCom members.
- **Staffing issues/responsibilities:** Jessica would like to take a reprieve from now until September. Kaitlin should be available to attend meetings in August. Marcia will miss July 28 meeting. It was decided to cancel the July 28, 2020 meeting as we have had no new submittals for NOIs or RDAs, and we may not have a quorum. Responsibilities for the near future are as follows:
  - Sam will be responsible for coordinating site visits for tree removal applications.
  - Marcia will record the minutes going forward.
  - Dawn will assist Kathy with phone calls and emails
  - Kathy and Kaitlin will co chair the meetings.

- **Deb Colt's last day was today:** Interviews for the All Boards' Clerk took place last week.

**NOTE: The meeting scheduled for July 28, 2020 is canceled.**

**Adjournment:**

- Sam moved to adjourn the meeting, Dawn seconded.
- **Members who verbally voted in favor:** Jessica Chaffee, Sam Spratlin, Dawn Kamay, Marcia Beal, Kathy McKenna. **No one verbally opposed.**
- **Motion passed**

**Meeting adjourned at 8:13 pm.**

Respectfully submitted,

Kathy McKenna, Secretary