

Holland Conservation Commission
27 Sturbridge Road, Holland MA 01521
Minutes of Conservation Commission Meeting

December 8, 2020

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

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

Meeting called to order at 6:31 pm by Jessica Chaffee.

Agenda Address Correction: Public Hearing for Boire DEP # 184-0379—address should be corrected to read 8 Shore Lane.

Minutes 11/10/2020: Additional notes were added for clarification. Dawn made a motion to approve the 11/10/2020 minutes as amended, Sam Seconded. **Minutes approved as amended.** **Members who verbally voted in favor:** Chair, Jessica Chaffee; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None. **Abstained:** Kathy McKenna.

Minutes 11/24/2020: Dawn noted one correction. Sam made a motion to approve the minutes as amended, Marcia seconded. **Minutes of 11/24/2020 approved as amended.** **Verbally in favor:** Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None.

Minutes 11/30/2020: Dawn made a motion to approve the minutes. Marcia seconded. **Minutes of 11/30/2020 approved.** **Verbally in favor:** Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None.

Email Correspondence:

- 11/30/2020: RDA submitted by Paul and Christine Huijing: Kathy had Becky submit the public notice and the hearing was set for 7:45 pm on 12/8/2020. Becky created an RDA folder and scanned and sent out RDA to Concom members.
- 11/30/2020: Brandon Goodwin wants to know date and time of his Public Hearing.
- 11/30/2020: Janine gave us a “heads up” on the need to sign the final document for the Conservation Restriction on the Sichol Property. She will let us know when the legal paperwork is completed and ready to sign. Kathy will email Janine to see if we all need to sign and if we can do electronic signatures.

- 11/30/2020: From Tim Tomko questioning enforcement order and procedures. Jessica contacted him by phone and explained the legal timelines set by Mass DEP that Conservation must follow.
- 11/30/2020: From Jessica Chaffee with an extension request for OOC issued for NOI # 184-0344/93 Sandy Beach Road.
- 11/30/2020: From Jessica Chaffee with final draft of OOC for the Highway Bundle NOI #184-0378.
- 11/30/2020: Confirmation from Mass DEP on receipt of OOC for NOI # 184-0378.
- 12/1/2020: From JoAnne Higgins indicating that January is a good time to meet with Highway to review the OOC.
- 12/1/2020: Tree Removal Application for Peter Goodreau/9 Lakeridge Drive
- 12/2/2020: From Ernie Fancy with a request for COC.
- 12/2/2020: From Janine Drake regarding a scam/phishing alert.
- 12/3/2020: From Ken Ferrence with request to become a Concom member. Jessica will respond
- 12/7/2020: From Richard Canavan from Tighe and Bond about procedures for filing an NOI for utility poles to be installed along the Mashapaug Rd. Causeway. Kathy responded.
- 12/7/2020: From Janine Drake indicating that she believes all Commissioners will need to sign the Conservation Restriction for the Sichol Property, but she is unsure when the paperwork will arrive at the Town Hall.
- 12/7/2020: Janine Drake had a question about where it was in writing that she read about the changes in Conservation Membership. Other than Kathy's resignation letter, she has not heard officially of other resignations.
- 12/7/2020: From Carol at Greenhill Engineering to Kathy's email—she wanted the address of Boire's paperwork to reflect the correct address— 8 Shore Lane. She also sent along copies of verifications of the Public Notice and Abutters' notices for Goodwin's.

Phone Messages:

No new messages

General Correspondence:

- From Mark Farrell with hard copies of NOI # 184-0380 and plans for Goodwin/332 Mashapaug Road along with check. Kathy asked Becky to create and file this in a NOI folder and deposit the check.
- Tree Removal Application: Michaud/42 Craig Road
- Correspondence from MACC

New Tree Removal Applications: Site visits to be made by Sam and Kathy on Friday, 12/11/2020 at 11 am

- Michaud/42 Craig Road
- Goodreau/9 Lakeridge Drive

Tree Removal Site Visits/Approvals:

- **McKenna/12 Lakeshore Drive:** 2 large pine trees to be replaced with 1 tree and 2 bushes (1 other tree was planted last spring in anticipation of removal of 2 large pine trees).
- **Harris/14 Lakeshore Drive:** 1 large pine tree to be replaced with blueberry bushes.
- **37. Island Road:** 2 dead trees approved with mitigation
- **39 Island Road:** 1 dead tree approved with mitigation
- **13 Sandy Beach:** 2 oaks that were dying with limbs hanging over the house.

Other Site Visits Made:

- **11/20/2020: Boire/8 Shore Lane:** Dawn and Kathy made a site visit to view the area.
- **11/27/2020:** Jessica, Sam and Kathy made a site visit to 20 Old Acres Road base on complaints received about sediment running into the lake. Also viewed wall repair area for 22 Old Acres Road/Huijing
- **12/3/2020 Goodwin's/ 332 Mashapaug Road:** Sam and Kathy made a site visit to view the area for the proposed septic system.

Enforcement Order for 20 Old Acres Road: Jessica, Kathy, and Sam made a site visit on Friday, November 27, 2020. It was noted sediment was running into the lake bed with minimal attempt to provide sediment barriers. Jessica has issued an Enforcement Order. Conservation Members agreed that this is a serious issue that may require a wetlands consultant for remediation. **Dawn moved to approve the Enforcement Order issued by Jessica for 20 Old Acres Road. Marcia seconded. Verbally in favor:** Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None.

Enforcement Order 25 Sandy Beach Road: An enforcement order was issued because the posted sign had an incorrect DEP number and the OOC had not yet been recorded. Jessica indicated that as of last Thursday (12/3/2020) the OOC was recorded at the registry, so work was allowed to begin again. Dawn noted that she did not think the posted DEP sign had been changed. She will drive by to check on this. **Marcia made a motion to approve the Enforcement Order issued for 25 Sandy Beach Road. Kathy seconded. Verbally in favor:** Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None.

OOE Extension Request for NOI #184-0344/Jessica Chaffee/93 Sandy Beach Road: Jessica recused herself from the discussion and subsequent vote. **Kathy made a motion to approve the request for extension for NOI #184-0344/93 Sandy Beach Road. Sam**

Seconded. Verbally in favor: Marcia Beal; Dawn Kamay; Sam Spratlin; Kathy McKenna (**Jessica Chaffee recused herself**). **Verbally opposed:** None.

Request for OOC Extension for NOI #184-0344 was approved. Kathy will print 2 copies—one for the office and one for Jessica and obtain in-person signatures from commissioners present at this meeting.

Emergency Tree Issue/93 Sandy Beach Road: Jessica shared pictures of a tree that fell into the lake on her property at 93 Sandy Beach Road. Jessica noted that she has an excavator on site for the house construction and would like to be able to use this equipment to drag the tree out of the water and remove it from the site prior to the lake freezing. Commissioners agreed to this plan.

Sam moved that Jessica be allowed to remove the tree from the lake before the lake freezes. Dawn seconded. Verbally in favor: Marcia Beal; Dawn Kamay; Sam Spratlin; Kathy McKenna (**Jessica recused herself**). **Verbally opposed:** None.

COC request for Ernie Fancy/1 Butterworth Road/ NOI # 184-0242: This was an oversight that should have been done when the house and septic were completed. The COC is for his house and septic. Members have driven by and viewed his home and property. **Sam moved that we approve the COC for NOI # 184-0242/ Ernie Fancy/ 1 Butterworth Road. Marcia seconded. Verbally in favor:** Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None.
COC Request for NOI #184-0242/1 Butterworth Rd. Approved.

Round Table Discussion

Job description for Conservation Consultant/Agent: Members need to come up with an hourly wage. Sam thought that Kate may have some information.

Discussion about transition to fewer members:

- Kathy's resignation is effective 12/31/2020. She volunteered to attend January meetings as recording secretary to help with the transition to fewer members.
- Jessica will stay on through the spring until Dawn feels more comfortable taking over the role of Chairperson.
- Kate expressed a need to resign. Jessica will check with her regarding her resignation plans.
- Jessica sent a procedure sheet that has Concom timelines and directions for Con Com to review and update for use in the future.
- Kathy and Dawn will get together to set up some email templates to speed up the handling of email questions and responses.
- Marcia to check on quorum numbers for 5 members and for 4 members.

- Jessica will contact Ken Ferrence regarding his interest to join Concom and will invite him to attend the January meetings.

7:00 pm Public Hearing
NOI # 184-0380 Goodwin/332 Mashapaug Road
Project Septic Repair

Persons Attending Remotely: Chair, Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin; Brandon Goowin, applicant; Mark Farrell, Greenhill Engineering

Jessica opened the hearing at 7:03 pm

Discussion: Brandon and Mark explained that a failed septic system and leach field are to be repaired. The leach field has been moved away from the water nearer to the garage. The tank will be located in the buffer zone where the existing tank is located. The old tank will be removed and replaced. The only work to be done in the buffer zone is abandoning the existing tank and pump chamber. The leach field has minor grading and will be restored to existing grades. The flood elevation where the tanks are being installed is 6 or more feet above the lake level. The grade will not be changed for the new septic tank. Mark wants to start in December. Mark said that this plan has been approved by the BOH. Sediment barriers have been noted on the plans.

Kathy moved to close the Public Hearing. Marcia seconded. All Conservation members present voted verbally in favor—None verbally opposed.

Jessica closed the public hearing at 7:16 pm

The OOC for NOI #184-0380 was developed.

Motion: Dawn moved to approve the OOC for NOI # 184-0380/Goodwin/332 Mashapaug Road. Marcia seconded. Verbally in favor: Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None
Decision: Jessica will issue the approved OOC for NOI # 184-0389/Goodwin/332 Mashapaug Road. no later than tomorrow 12/9/2020.

7:20 pm Public Meeting Develop OOC
DEP # 184-0379/ Boire/8 Shore Drive

Persons Attending Remotely: Chair, Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin

Jessica re-opened the Public Meeting at 7:25 pm

Discussion: The Draft OOC was reviewed and some changes were made. Mitigation was determined and added to the OOC.

Motion: Dawn made a motion to approve the OOC for NOI # 184-0379/Biore/ 8 Shore Lane as revised on 12/8/2020. **Kathy Seconded.**

Verbally in favor: Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None

Decision: Jessica will issue the approved OOC for NOI # 184-0379/Boire/ 8 Shore Lane no later than tomorrow 12/9/2020.

**7:45 pm RDA Public Meeting
Huijing/22 Old Acres Road
Project: Waterfront Wall Repair**

Persons Attending Remotely: Chair, Jessica Chaffee; Kaitlin Laabs; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin; Paul and Christine Huijing

Jessica opened the Public Meeting at 7:48 pm

Discussion:

Jessica, Sam and Kathy made a site visit on November 27, 2020 to view the area for the rock wall repair. The area is being eroded underneath the bank. The work will be done in phases. Jessica asked them to focus on the more serious erosion areas first. Specific conditions will need to be met: All work done during drawdown; all work to be done by hand; replacement boulders not to exceed 2 feet from existing, eroded bank.

Kathy made a motion that we approve the RDA with a Negative Determination #3 For 22 Old Acres Road for a wall repair with the following conditions:

- All work to be done by hand
- Work to be done during drawdown,
- Replacement boulders not to exceed 2 feet from the existing bank

Sam seconded.

Verbally in favor: Jessica Chaffee; Kathy McKenna; Marcia Beal; Dawn Kamay; Sam Spratlin **Verbally opposed:** None

Decision: RDA for Huijing/22 Old Acres Road was approved.

NOTE: Conservation Meeting Canceled for December 22, 2020

Adjournment:

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

Meeting adjourned at 8:48 pm.

Respectfully submitted,

Kathy McKenna, Secretary