

**Holland Conservation Commission**  
**27 Sturbridge Road, Holland MA 01521**  
**Minutes of Conservation Commission held on January 12, 2021**

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

**NOTE:** This meeting is being recorded on audio.

**Members Attending Remotely:** Chair, Jessica Chaffee; Kaitlin Laabs; Marcia Beal; Dawn Kamay; Sam Spratlin   **Non-member Recording Secretary:** Kathy McKenna.   **Members Absent:** None.

**Meeting called to order at 6:36 pm by Jessica Chaffee.**

**NOTE:** Minutes from 11/30/2020 were approved at the meeting on 12/8/2020.

**Approval of Minutes from 12/8/2020:** Dawn made a motion to approve the minutes from 12/8/2020; Sam seconded. All in favor; motion passed with a yes vote from the following members. **Members who verbally voted in favor:** Chair, Jessica Chaffee; Marcia Beal; Dawn Kamay; Sam Spratlin   **Abstained:** Kate Laabs (not in attendance on 12/8/2020)  
**Verbally opposed:** None

**Email Correspondence Since December 8, 2020:**

1. Email to Ken Ferrence regarding joining the next Concom meeting in January. Ken replied he'd be in Florida all of that month and would be happy to come to a meeting in February.
2. Thank you email from Brandon Goodwin for pushing his OOC for septic system- through so quickly for his property on 332 Mashapaug.
3. Email from Highway with catch basin maintenance report from Joanne Higgins
4. Dec 9 emails between Jessica Chaffee and Carol of GreenHill Engineering re: 332 Mashapaug filing of OOC with plans. Carol questioned whether necessary to submit plans AND OOC
5. Expenditure report from Laurie Bartkus
6. Email from Janine, Town Administrator, asking for agendas early so that they may be posted on time in case the coming storm prevents folks from making it into the offices
7. Emails between Kathy, Sam and Becky regarding tree removal request on 42 Craig Road, work to be done by Advantage Enterprises Inc. Sam and Kathy did the visit on Dec. 11 and approved with mitigation. Sam will reply to "Charlie" with the approval/ mitigation papers.
8. Email from MACC that they have received the check and our dues are now paid up. Receipt attached, printed and filed in the Concom room

9. Email from Beth Bedard with Form 8a requesting COC now that new well and garage project are completed.
10. Email from MACC that they have received our updated membership info which Dawn emailed them and they've removed Andy Harhay and updated officers listing
11. Email from MACC that they will be refunding Dawn Kamay her individual membership of \$75.00
12. Laurie Bartkus with weekly expenditure report. No clerk wages taken, no stipend taken, and 22% of expense money used for the year thus far
13. "Plantlady0@charter.net sent an inquiry for tree removal.. Dawn sent the app (which perhaps didn't get thru). Followed up Tuesday Dec 29 referring her to the Town website to get it.
14. Happy holiday email from Becky Hillbig
15. Email from Janine Drake that we have a temporary Town Administrator effective end of year, Stacy Stout.
16. Tree removal inquiry from Peter Goodreau at 9 Lakeridge. Forwarded to Sam.
17. Email from Becky that we have a certified letter from Grossi Forest Products. Dawn picked up.
18. Early Dec. (Dec 7) received email to which Kathy McKenna replied, from Rick Canavan regarding NOI to be submitted regarding Mass Electric replacing the poles along the big causeway. Dawn sent again as Rick hadn't received it.
19. MACC asking for donation that someone would match if they manage to raise \$10K
20. Tree Removal Request from Linda and Brian LeDuc, 7 Williams Lane, 4 trees - contractor Brown Family Tree Service. Forwarded to Sam S. on Dec. 31.
21. From Police Chief Bryan Haughey re: grant monies to perform work on Sturbridge Rd. (~\$37K) to improve pedestrian safety going from the school yard to the tennis courts and fields
22. From Denise Knight o Dec 29 regarding flood at her home on 1 Leno Road. Janine Drake responded. Dawn asked Janine if Concom needed to be involved or not.
23. Tree Removal request for form from Cutillo, (2) White Oak at 19 Pine Tree Drive. Email reply sent by Dawn with instructions on getting form on the Town site.
24. From Joey Wigglesworth, MACC, thanking us all for a great year and wishing us Happy New Year 2021!
25. Dec 30 from Rebekah Zimmerer of Mass Fisheries and Wildlife endangered species div. with tree cutting plan for New Boston Rd, Sturbridge. Plan prep by Joseph Kowalski
26. Dec 31rom Kathy McKenna with drafts of Dec 8 Minutes and 2020 Annual Report for the BoS.

27. Dec 29 from Richard Canavan with questions regarding replacement utility poles to be put up along the long causeway on Mashapaug. He is with Tighe and Bond, Environmental Scientists out of Worcester. Kathy responded.
28. Dec 23 from Shannon Boyce, Wise Realty about potential listing of 15 acres with a stream. Buyer may want to have in ground pool. Dawn replied. No address was given for the acreage
29. Dec 22 from Holland Finance Board regarding appointing liasons to various Town boards and committees from Finance to keep everyone working together and mutually informed.
30. Brian and Ellen Scully - interested in purchasing property at 33 Lee Ave and wished to know if there were issues with Concom . I looked on line and it is in “pre-foreclosure” status. Dawn replied saying should check with Hampden Registry of Deeds
31. Jeffrey McCollough, Pioneer Valley Planning Commission, Springfield, asking if we’re interested in joining in an online trails grant project, \$2500 up front and \$500/year commitment of Conservation funds.
32. Jan 11 from Laurie Bartkus with weekly financials

#### **GENERAL CORRESPONDENCE:**

1. Forest Cutting Plan and NOI from Grossi Forest Products for cutting on land owned by Arthur Evans, 31 Higsden Road. Dawn picked up.
2. Reimbursement check for Dawn Kamay MACC classes
3. Fully executed copy of 2020 Lake Drawdown Notification (request to Highway)
4. Mail from Kevin A. Salmon with revised plans for an addition and deck at 32 Over the Top, plan revision dated December 1, 2020 as prepared by Levesque Geomatics, Inc
5. RDA for 15 Maiden Lane, Brittany Beaudreau for replacement septic and leach field, brook runs along rear of property. \$60 check# 137 from Brittany Boudreau, payable to ToHolland, included with paperwork from Slim’s and Bethriaume Sewer Service Inc.
6. Request from Finance Board for our FY22 (2021-2022) budget numbers. Numbers requested by Feb. 1, 2021 and Concom set to meet with Finance on March 10, 2021.

#### **Phone Messages:**

No new phone messages.

#### **Review of Site Visits:**

- 12/11/2020: 9 Lakeridge Dr. Peter Goudreau
- 12/11/2020: 42 Craig Rd. Michaud
- 1/7/2021: Leduc 7 Williams Lane
- 1/7/2021: Chaffee 93 Sandy Beach
- 1/7/2021: Bedards/29 Lakeridge for COC
- 1/7/2021: Salmon/32 Over-the-Top

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

- No new tree applications.

**Other site visits to schedule:**

- 1/17/2020: 4 pm Sunday Columb at 20 Old Acres Rd.—Enforcement Order
- 1/17/2021: 3:30 pm Sunday RDA site visit for Boudreau at 15 Maiden Lane

**COC Request for Bedard/NOI # 184-0373 for a garage;** A site visit was made 1/7/2021. The project appeared to be completed in compliance with the OOC. It was suggested we wait until the stabilization is complete in the spring before a COC is issued. Jessica will notify the Bedards. (NOTE: After the meeting Dawn sent an email noting Concom needs a letter from the Septic System Engineer.)

**Motion:** The COC request is continued to the spring when the land area surrounding the project is firmly stabilized.

**Members who verbally voted in favor:** Marcia Beal; Dawn Kamay; Sam Spratlin

**NOTE:** Jessica and Kate recused themselves. **Verbally opposed:** None

**7:00 pm Public Hearing NOI #184-0381  
32 Over-the-Top/Kevin Salmon (Owner) & John Theosane (Builder)  
Project: Addition to existing house**

**Persons Attending Remotely:** Chair, Jessica Chaffee; Kaitlin Laabs; Marcia Beal; Dawn Kamay; Sam Spratlin ; Kevin Salmon, owner; John Theosane, builder

**Jessica opened the Public Hearing at 7:06 pm.**

**Discussion:** Jessica asked about plan changes. Kevin followed up with Levesque and the revised plan will be emailed to him by tomorrow afternoon. The plan needs to include hay bales and silt fencing. A site visit was made on 1/7/2021. The property is located on a steep slope down to the water, so hay bales were suggested with silt fence behind the hay bales. Kevin still needs to present the plan to the ZBA. He asked about the next step in the process and noted that his wife is meeting with the BOH. A revised copy of the plan needs to be emailed to Concom and the original, revised copies dropped off at the Town Hall for the files. Jessica will check on whether payment has been remitted for the legal notice and abutters' letters. **Kevin Salmon requested a continuance to the next meeting on January 26, 2021**

**Decision: Public Hearing for NOI #184-0381 continued to January 26, 2021**

**7:20 pm Meeting NOI #184-0378  
Highway Bundle**

**Purpose:** To review approved OOC for NOI #184-0378, and obtain acknowledgement signatures from Highway Dept.

**The meeting did not occur because the Highway Department asked to be placed on a future meeting, because they need more time to review the OOC.**

### **Round Table**

- **Questions from LOC Meeting:** Sam asked about the role of Conservation in the Draw-down NOI. The BOS is responsible for the dam and they appoint the Highway Dept. to oversee it. This is also true of the Weed Treatment.
- **Annual Report:** Annual Report any suggested changes will be reviewed at next meeting. Send suggestions to all members with a copy to Kathy McKenna.
- **Conservation Agent/Consultant:** Kate sent Jessica and Dawn a blank conservation agent job description and job postings for information. Jessica asked Kate to send it along to everyone.
- **Clerical support:** Dawn asked if Jen Mott would be interested. Jessica asked Stacy Stout about it. What is happening.
- **Files/Etc.:** Dawn will need to pick up folders for filing and Kathy asked for a flash drive to move files.
- **Budget:** Dawn got a note from finance board that the budget needs to be submitted by Monday, Feb. 1, 2021. Then there will be collaboration meetings. Concom is on for March 10, 2021. Dawn will do the budget.
- **Membership:** Ken Ferrence will come to the next meeting to get a sense of the role of the Conservation Commission and Commissioners' responsibilities.

### **Adjournment:**

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

**Meeting adjourned at 7:47 pm.**

Respectfully submitted,

Kathy McKenna, Recording Secretary (Non-member)