

**Holland Conservation Commission**  
**27 Sturbridge Road, Holland MA 01521**  
**Minutes of Conservation Commission held on January 26, 2021**

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

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

**Members Attending Remotely:** Vice-Chair, Kaitlin Laabs; Dawn Kamay; Marcia Beal; Sam Spratlin   **Non-member Recording Secretary:** Kathy McKenna.

**Members Absent:** Chair, Jessica Chaffee;

**Meeting called to order at 6:31 pm by Kate Laabs, Vice Chair**

**Approval of Minutes from 1/12/2021:** Marcia made a motion to approve the minutes as amended from 1/12/2021; Sam seconded. All in favor; motion passed with a yes vote from the following members. **Members who verbally voted in favor:** Dawn Kamay; Kaitlin Laabs; Marcia Beal; Sam Spratlin **Verbally opposed:** None

**Email Correspondence Since January 11, 2020:**

- Emails between Dawn, Jess and Becky regarding return of voice mails.
- Jan 15: From Kaitlin with sample of clerk job description and salary from Town of Granby which Dawn has used to create a first draft of the job description for Holland.
- Jan 14: From Becky Hilbig asking that agendas to be posted when sent by email should go to both her and the Town Clerk to ensure timely posting.
- From Becky that our W2's were in the mail box at TH
- From Becky volunteering to post our openings on the Commission, wanting to know how many positions open, Jess and Dawn told her 3.
- Jan 13 from Becky with proof of legal ad for 15 Maiden Lane RDA, printing in the T&G on Friday, Jan. 15
- Jan 13 from Becky showing that the Minutes of Dec 8 2020 and the Minutes of Dec 22 (cancellation of the meeting of Dec. 22) were both posted per email from Kathy McKenna of Jan. 12.
- Jan 12 from Joanne Higgins that Highway was would be unable to attend the Conservation meeting of Jan. 12.
- Jan 12: From Jessica Chaffee to all Commissioners with copies of relevant Highway Bundled NOI for review at the meeting of Jan. 12.

- Jan 18: From Laurie Bartkus with expenditure report.
- Kevin Salmon with revised plot plan dated 1/14/2021.
- Kathy McKenna with first revisions of the Annual Report submission and Minutes of Jan 8 meeting
- Jan. 19 -Paul Les 62 Sturbridge Rd asking about next steps to make retainer wall repairs using rip rap
- Becky Hilbig has posted a request on the web site for 3 new commissioners
- Jan 20 – From Finance again sending info on submitting our 2021-2022 Budget by Feb 3.
- Julia Keay, Geosyntec, re: asking for information we've gathered in the past to contribute to their knowledge in compiling a watershed base plan for Hamilton Reservoir as part of a watershed pollution study, utilizing a 319 grant. LOC and Highway copied.
- From Julia Keay in reply to Joanne Higgins question on involving Union, too
- Reply to our email by Robbin Lauzon, 42 Over the Top saying she wasn't aware of OOC not filed and will comply asap
- Jan 25 from Robbin Lauzon – can't find the OOC and needs us to send it to her for filing at Registry.
- Jan 22, second request by Paul Les, 62 Sturbridge re: wall repairs (sent photos on Jan 19) during drawdown. Wants to start asap. Needs to know next steps to get approval. Dawn suggested he submit an RDA (sent link) as believe this can be handled without need of an NOI.
- Emails between JoAnne Higgins and Christine McCooe regarding the Geosyntec request for data.
- Jan. 23: Complaint from Ken Ference, Brandon Cove, re: deck being added by a neighbor, possibly without coming to the Commission, nor acquiring a building permit. Dawn replied on Jan 24 that we would investigate and reply after having done so.
- Kathy McKenna, with draft of Minutes from Jan 12 meeting.

#### **GENERAL CORRESPONDENCE:**

- RDA and septic system plans for 15 Maiden Lane
- Return Receipt for Bedard, 326 Mashapaug for letter sent regarding non-compliance with our OOC.
- 2<sup>nd</sup> revision dated Jan. 14, 2021 from K. Salmon for 32 Over the Top addition with deck showing updated silt mitigation measures
- Forms to get ½ annual stipends to Commissioners. All signed and Dawn turned into Linda, Treasurer the w/o January 18

- W2 forms for Commissioners – Dawn hand delivered.

**PHONE MESSAGES:** (Some may be redundant as they hadn't yet been deleted and I didn't want to NOT have them documented)

- Kevin Salmon about coming to our meeting of Jan 12 (which we invited him to and he attended). Public hearing of Jan 12 was continued per K. Salmon until Jan 26
- Denise Knight, 1 Leno Rd. Re: flooding in her basement – believe she was referred to other than the Concom and she hasn't contacted us since
- Jillian Dubae (sp?): regarding wanting a COC for the septic at 33 Lee Ave. She is the attorney working on this home sale/auction.
- Dave (RJ Contractors?) requesting mitigation inspection - 413-531-6121 He left another msg and THIS time said it is for 8 Shore Lane. Dawn will reply and set up a site inspection with other commissioners
- Joe Centauro (sp?) re: NOI filing questions 978-263-2703
- Marlene Gay, Craig Rd re: retaining wall 413-896-0913
- Greg, 43 Mashapaug Rd re: strange lights and backhoe operating at night on Old Acres. 413-205-7533.
- Jeff Bolton, 127 Brimfield Rd re: wood lot abutting his property. No contact number given.
- Linda Laduc (sp?) 7 Williams Lane re: tree removal 413-531-4774

**NOTE:** Dawn Sent a note to Robin Lauzon/42 Over-the-Top. Noting that the OOC was not recorded at the Hampden County Registry of Deeds. According to the minutes of 4/28/2020, the OOC was to be hand delivered by Jessica Chaffee on 4/30/2020. Robin requested another copy of the OOC. Dawn will speak with Jessica about getting an original copy of the OOC to the Lauzon's

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

- **1/25/2021:** Sam and Dawn went to 16 Brandon Road and spoke with Marcia Lee. She said she is not building an addition to her deck, and denied Conservation Commissioners access to her yard facing the water so that they could better see the complaint site. When observed from a distance, there appeared be the frame of an unfinished platform—it is a square frame with joists, but it is not yet completed. Kate noted that neighbors' complaints such as this one need to be brought to the police or selectmen first. The authorities should contact Conservation or other boards as they deem appropriate.
- **1/25/2021:** Sam and Dawn visited 8 Shore Lane. Dawn previously had emailed the owners about putting up the DEP File number. The project was approved by Concom and the OOC had been filed. The owners replaced the septic tank because it was leaking. Eventually, this sealed tank will be attached to a sand filtration system that will be completed in the spring.

- **1/17/2020:** 4 pm Sunday Columb at 20 Old Acres Rd. regarding Enforcement Order— Several members met with Doug Columb and walked down to the shore to view the disturbed area. He has put fabric down to mitigate the run-off. Doug plans to submit a NOI for a retaining wall that will be back-filled to make it flat for a patio, and hopefully address the run-off concerns.
- **1/17/2021:** A site visit was also made to Kevin Palmer's waterfront (Doug Columb's neighbor). There was a complaint regarding a floating dock with pilings driven into the lake. Concom members observed a floating dock at the end of the existing pier, and it was noted that pilings may have been driven into the lake bed. It is the police that have the right to ask residents to remove the dock. The T-section of the dock first appears on the 2015 Google Earth. It was decided to send a certified letter asking for an explanation of the pilings used to install the T-Section of the dock. Dawn will draft a letter and send it along for review and it will be discussed and approved at the next meeting.
- **1/17/2021:** 3:30 pm Sunday RDA site visit for Boudreau at 15 Maiden Lane (See RDA)

**New Tree Removal Applications:**

- No new tree applications.

**Other site visits to schedule:**

- None as of this meeting

**Review Annual Report:** Members thought the report was acceptable. Kathy will send it along as a final draft.

**Review Job Posting for Agent/Consultant:** It was suggested that we ask for 12 hours per week at a pay rate of \$25.00 for the Agent/Consultant.

**Budget:** Marcia drafted the budget requests for next year to include the Conservation Agent.

**Conservation Clerk:** Dawn will be speaking to Erin about doing clerical work and determine what salary will be acceptable and find out if she is interested in doing Conservation Paperwork.

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

**Persons Attending Remotely:** Dawn Kamay; Kaitlin Laabs; Marcia Beal; Sam Spratlin; Kevin Salmon (owner)    **Non-member Recording Secretary:** Kathy McKenna.

**Public Hearing Opened at 7:01 pm**

**Discussion:** The revised updated plans (Revision #2, dated 1/14/2021) was reviewed. The plan needs to indicate that hay bales are to be used instead of straw wattles.

Public Hearing Closed at 7:04 pm

**OOO:** Draft OOC was presented and amended. Kate explained to Kevin Salmon that there is a 10 day waiting period after issuance of the OOC before any work can begin. In addition, the OOC needs to be filed with the Registry of Deeds before starting any work. Filing the OOC with the Hampden County Registry of Deeds can be done electronically.

**Motion:** Sam moved that we accept the Amended OOC for NOI #184-0381; Marcia seconded. **Members voted verbally in favor:** Dawn Kamay; Kaitlin Laabs; Marcia Beal; Sam Spratlin **Verbally opposed:** None

**7:20 pm RDA Public Meeting  
15 Maiden Lane/Boudreau  
Project: Septic System Replacement**

**Persons Attending Remotely:** Dawn Kamay; Kaitlin Laabs; Marcia Beal; Sam Spratlin; Lisa Boudreau (representing owner, Brittany Boudreau) **Non-member Recording Secretary:** Kathy McKenna.

**Public Meeting Opened at 7:21 pm**

**Discussion:** Members reviewed the plans for a brand new system. A site visit was made on 1/17/2021. The old system is being removed. Kate asked if it would be necessary to stage heavy equipment near the stream. Lisa noted the lot has easy access from the road, and it is on a fairly level site. Members who made the site visit agreed and noted it appeared to be a very straight forward septic plan. Some of the existing septic chambers will be crushed and some removed. In lieu of silt fence, it was decided that a 12-inch straw wattle should be installed. Kate asked about planting some bushes by the river side to stabilize the bank and provide habitat. Lisa noted that she felt this was acceptable.

**Motion:** Sam made a motion to accept this RDA for 15 Maiden Lane with a negative determination # 3 with the conditions that 12 inch straw wattles will be placed where indicated on the plan in place of silt fence and 2 bushes to be planted in the spring along the river side. Marcia seconded.

**Members voted verbally in favor:** Dawn Kamay; Kaitlin Laabs; Marcia Beal; Sam Spratlin **Verbally opposed:** None

**Decision:** RDA was accepted with following conditions: 12-inch straw wattles placed where silt fence is indicated on plan and 2 bushes to be planted in the spring.

RDA Public Meeting was closed.

**Adjournment:**

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

**Meeting adjourned at 8:22 pm.**

Respectfully submitted,

Kathy McKenna, Recording Secretary (Non-member)