

**Buckland Conservation Commission**  
**Meeting Minutes**  
**March 7, 2022 6:30 p.m.**  
**Meeting Via Zoom**

**Agenda**

- I. Open Meeting.
- II. Review Previous Meeting Minutes.
- III. NOI Buckland Recreation Area Pool Project.
- IV. RDA to Install Septic System at 6 Orcutt Hill Road.
- V. Continuation of Donelsons' NOI.
- VI. Other Items Not Anticipated by Chair 48 Hours in Advance of Meeting.
- VII. Public Comment.
- VIII. Close Meeting.

**Attendees**

AM K Kathy Lytle - Conservation Commission Chair  
 Alex Meade - Conservation Commission Member  
 Mary Knight - Conservation Commission Member Knipe MK  
 SH Steven Howland - Conservation Commission Member  
 Mary Bolduc - Boards' Clerk  
 Pamela Guyette - Director of Assessing and Pool Committee Member  
 Cindy Schwartz - Buckland Recreation Committee and Pool Committee Member  
 Rob Marcalow - Kuth Ranieri Architects  
 Chris Stoddard - Kuth Ranieri Architects  
 Dan Nitzche - Present for 121 Ashfield Road NOI  
 Victoria Fong - Kuth Ranieri Architects  
 Russel Donelson - 121 Ashfield Road Property Owner  
 Attorney John Richardson - Present for 121 Ashfield Road  
 Byron Kuth - Kuth Ranieri Architects  
 Nathaniel Russell - Present for 121 Ashfield Road  
 Ward Smith - Present for Pool Project  
 Mike Rose - Present for 6 Orcutt Hill Road

**Meeting**

- I. Open Meeting - Kathy Lytle, Chair, opened the meeting at 6:30 p.m.
- II. Review Previous Meeting Minutes - Commission members reviewed February 7, 2022 minutes. Steve Howland moved to approve, seconded by Alex Meade. Vote in favor of the motion was unanimous.
- III. NOI Buckland Recreation Area Pool Project -
  - A. Pamela Guyette accompanied Rob Marcalow and Chris Stoddard of Kuth Ranieri Architects on a site visit where they were met by Alex Meade and Steve Howland. Rob and Chris gave an overview of the project, reason for Conservation Commission involvement, and how the project will comply with wetlands/DEP regulations.

- B. Alex stated that the original NOI for the project had expired. Discussion followed covering the ramifications of the expired NOI and the process for moving forward.
1. Pamela Guyette reported that the first Order of Conditions was filed in the Registry of Deeds. She read the content of original WPA Form 8, and forwarded it to Alex.
  2. Alex recommended closing the original NOI, and asked for a Certificate of Completion.
  3. Ward Smith suggested the best way to address the issue would be to continue this hearing, ask for a Certificate of Completion on the original NOI, then file new NOI and Order of Conditions.
  4. Steve Howland moved to continue hearing to next meeting in anticipation of receipt of Certificate of Completion. Alex Meade seconded. Vote in favor of the motion was unanimous. A short discussion followed regarding form 8B.
- IV. RDA to Install Septic System at 6 Orcutt Hill Road -
- A. Mike Rose, engineer employed by the property owner, conducted a site visit the week of February 28 . He reported plans for a house with septic system, gave an overview of topography including wetlands, proposed septic and location, and compliance with wetlands regulations.
  - B. Following a brief group discussion, Alex moved to issue a Negative Three Determination. Steve Howland seconded the motion, stating there is no need for additional conditions. Vote in favor of the motion was unanimous.
  - C. Alex asked Mike how he wanted to receive the RDA. It was decided Alex would leave it at Town Hall for Mike to pick up.
- V. Continuation of Donelson's NOI -
- A. Russell Doneslon spoke briefly before referring discussion to Nate Russell. Mr. Russell stated that DEP file number has been received, and the DEP listed the following concerns:
    1. Clesson Brook is a cold water fishery; the Donelsons' plans pose a minor impact.'
    2. Restoration plan by Emily Stockman; a copy is in the possession of the Conservation Commission.
    3. Regarding revegetation, plantings are not necessary. Natural succession is acceptable.
    4. Span across stream: Dan Nitzch addressed the requirements to comply with DEP, and recapped the proposed design/project.
  - B. Mary Knipe inquired about removal of trees. There are no native species; all were planted by former owner with the exception of pines which pose a problem.
  - C. Alex moved to close hearing, seconded by Steve. Vote in favor of the motion was unanimous.
  - D. After Conservation Commission member discussion, Alex Meade moved to approve the NOI with conditions, seconded by Steve Howland. Vote in favor of the motion was unanimous.
  - E. The Special Conditions for 121-0108, Donelson Property, 121 Ashfield Road are as follows:

1. Before any work commences, and at at time when the ground conditions are visible, applicant will notify the Conservation Commission. The notification will include:
    - a) Confirmation of the OOC being filed at the Registry of Deeds by including Section G of the OOC form 5, unless this has been sent to the Con Com prior.
    - b) Confirmation that the DEP file number has been posted at the site in the required manner and sign size.
    - c) A written and signed statement to the effect that the OOC has been completely read and understood by the applicant, and the applicant is responsible for ensuring all work on the site is done, regardless of who performs the work, in accordance with this OOC. An email from the applicant is acceptable in place of a signature.
    - d) Upon receipt of the notification, the Conservation Commission will schedule a site visit within 10 days. No work, other than installation of anti-erosion and anti-siltation measures, can start before the site visit is completed successfully.
  2. At the time of the site visit, the Conservation Commission will verify:
    - a) Delineation flags are all visible.
    - b) DEP sign is posted correctly.
    - c) All erosion control and anti-siltation measures are properly installed per the submitted plans and documents, specifically NOI Project Narrative, page 2 of 3, submitted by the applicant and contained in the NOI filing package.
  3. Erosion control and anti-siltation measures are to be installed as shown on the Site Plan referenced above in condition 2, and will remain in place until re-establishment of vegetation after all work is complete.
  4. Any member of the Conservation Commission can enter the property at any time during the duration of the Order of Conditions, to inspect the work and the erosion and anti-siltation measures.
- F. Alex Meade will leave signed documents with the Town Clerk for Attorney John Richardson to pick up at Town Hall.
- VI. Other Items Not Anticipated by Chair 48 Hours in Advance of Meeting -
- A. Alex stated that Pamela Guyette had sent Form 8A for Certificate of Completion. Kathy Lytle asked for clarification on the process. Alex explained the status of the expired NOI, its implications, and moving forward with a new NOI and Order of Conditions.
  - B. There was a brief member discussion on positive experience communicating with DEP.
- VII. Public Comment - There was no public comment.
- VIII. Close Meeting - With no further business, Steve Howland moved to adjourn, seconded by Alex Meade. Vote in favor of the motion was unanimous. Meeting adjourned at 7:21 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, April 4, 2022