



TOWN OF

HARWICH

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HARWICH CONSERVATION COMMISSION – MEETING MINUTES

TOWN HALL – GRIFFIN ROOM

Wednesday, November 19, 2025 – 6:00 PM

RECEIVED
TOWN CLERK
HARWICH, MA

2025 DEC -9 A 11:37

Pledge of Allegiance Commissioners and Staff Present

Chairman John Ketchum, Mark Coleman, Wayne Coulson, Susan Cyr, Vivienne Mulhall-Maguire, Sophia Pilling, and Meg Salmon, Assistant Conservation Agent

Absent: Amy Usowski, Conservation Administrator

Chairman John Ketchum called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Discussion and Possible Vote

Discussion and Possible Vote-Kiwanis Club Run-April 2026- Bells Neck Conservation Area.

Ed McManus of the Lower Cape Kiwanis Club was present requesting to hold a 5K fundraising trail run in the Bells Neck Conservation Area at 8:30am on Sunday April 26, 2026. This fundraising effort is for the Lower Cape Kiwanis Club, the Monomoy Regional High School Key Club, and the Nauset Regional High School Key Club. The route will be flagged for the runners along the trails ahead of time. Mr. McManus stated he has been in contact with neighboring businesses regarding the use of their parking lots and has also been in touch with the Harwich Police and Fire departments for police detail and EMT's. Mr. McManus stated he spoke with Mr. Michael Lach, Director of the Harwich Conservation Trust, because a small area of the run does encroach on land owned by the Harwich Conservation Trust.

Ms. Salmon stated that the club has agreed to flag the course, clean up any trash after the event, and offer alternative parking so as not to obstruct any of the public parking. She stated that the Conservation Department recommends approving their use of the parking lots.

Ms. Cyr asked about bike parking plan. Mr. McManus stated that there is bike parking at the rail trail.

Chairman Ketchum asked if Mr. McManus spoke to Stephanie Ridenour, Director of the Natural Resources Department, due to the fact that April is herring season. Mr. McManus stated that he had, which is why they can call the run "The Herring Run."

No further Commission comments. No public comments.

MOTION

Mr. Coulson moved to approve the Kiwanis Club Run on April 26, 2026 in the Bells Neck Conservation Area.

Ms. Cyr seconded.

Vote: 6-0.

Motion carried; Kiwanis Club Run on April 26, 2026 in the Bells Neck Conservation area approved.

The following applicants have filed a Notice of Intent

James & Jarmila Sullivan, 31 Mill Rd & 6 Brora Dr, Map 15, Parcels U3 & U2-2, SE32-2603. Reconstruction of existing joint use dock and maintenance dredging. (Continued from October 1, 2025)

Mr. Mark Burgess, Owner/Engineer-Shorefront Consulting, was present to discuss the project on behalf of the homeowners and spoke about the items as requested by the Conservation Commission.

Ms. Salmon confirmed that the applicant obtained approval from the Waterways Committee, the dock is to be changed to a floating dock instead of a fixed pier, and as discussed by the Commission, an overwash bulkhead is to be added. Ms. Salmon stated that the Conservation Department recommends approval.

No Commission comments. No public comments.

MOTION

Mr. Coulson moved to approve the Notice of Intent.

Mr. Coleman seconded.

Vote: 5-0-1. Ms. Cyr abstained. She was not a Commission member at the time of the hearings for this case.

Motion carried; Notice of Intent approved.

William and Barbara Connolly, 17 Dunes Road, Map 5, Parcel K1-2-0, SE-32-2619. Addition to an existing dwelling and associated mitigation plantings. (Continued from November 5, 2025)

Ms. Tarja McGrail, Senior Project Manager- Tighe and Bond, was present representing the homeowners.

It was noted that the DEP number had been issued and the revised proposed mitigation planting plan submitted.

Ms. Salmon stated that the homeowners switched out the black chokeberry for northern bayberry as requested, and the Conservation Department is now supportive of the revised proposed mitigation plan as it meets the 2:1 mitigation requirement for work within the buffer zone to the coastal bank for the house addition. She noted that the rosa ragusa shall not be pruned any lower than 3 feet, and additional pruning would require permitting. Ms. Salmon stated that the Department recommends approval of the project.

Ms. Salmon stated that the draft Order of Conditions has been written up and the Commission can vote or wait to vote until their next meeting. Charman Ketchum stated that the Commission could vote to approve the Order of Conditions with the additional stipulation that the rosa ragusa not be pruned any lower than 3 feet.

No further Commission comments. No public comments.

MOTION

Ms. Pilling moved to approve the Notice of Intent.

Ms. Mulhall-Maguire seconded.

Vote: 6-0.

Motion carried; Notice of Intent approved.

MOTION

Chairman Ketchum moved to approve the Order of Conditions with the additional stipulation that the rosa ragusa not be pruned any lower than 3 feet.

Mr. Coleman seconded.

Vote: 6-0.

Motion carried; Order of Conditions approved with the additional stipulation that the rosa ragusa not be pruned any lower than 3 feet.

Order of Conditions

Louis and Dawn Finocchiaro, 25 Monomoy Road, Map 5, Parcel K1-A8, SE32-2618. Construction of an inground pool with retaining wall and fill, patio, cabana with a bathroom, rinse station and storage unit. A portion of the work will occur within the land subject to coastal storm flowage.

No Commission comments.

MOTION

Mr. Coleman moved to approve the Order of Conditions.

Ms. Mulhall-Maguire seconded.

Vote: 6-0.

Motion carried; Order of Conditions approved.

Katherine S. Green, Trustee, 2257 Route 28 Head of the Bay, Map 119, Parcel N2, SE32-2617. Repair of an eroded portion of stone revetment along the shore of Pleasant Bay and reconstruct existing wood deck in-kind.

No Commission comments.

MOTION

Chairman Ketchum moved to approve the Order of Conditions.

Ms. Cyr seconded.

Vote: 6-0.

Motion carried; Order of Conditions approved.

Request for a Certificate of Compliance

Garret B. Curran & Molly M. Malone, 141 Bank St. Map 23 Parcel R5. SE32-2560. Construction of 2-car garage.

Ms. Salmon stated that the applicant misunderstood and thought that in order to obtain their certificate of occupancy, they needed this Certificate of Compliance. She noted that the Conservation Department recommends this request be tabled until Spring 2026 to allow time for the mitigation plantings to become established.

No Commission comments.

Minutes of November 5, 2025

MOTION

Ms. Mulhall-Maguire moved to approve the November 5, 2025 Meeting Minutes.

Ms. Cyr seconded.

Vote: 6-0.

Motion carried; November 5, 2025 Meeting Minutes approved.

ANY OTHER BUSINESS WHICH MAY COME BEFORE THE COMMISSION

Mr. Coulson stated that at a site where the Herring River goes underneath the bike trail, there is a washout on the top of the bank. Ms. Salmon said she will notify Stephanie Ridenour, Director of Natural Resources.

Ms. Pilling asked about the herring run at Hinckley's Pond. Ms. Salmon answered that the boards at Hinkley's pond were moved once or twice this season to let out the fish that had been living in Hinckley's Pond. She stated that the boards were left in to get the water level high enough so that when they do have the herring in Hinkley's Pond, the water level will be high enough for flow to go through. She explained that they have different benchmarks for how much water is needed in the pond before letting the boards out. Ms. Pilling stated she thought they were holding back the fish until the Azalea Drive bridge erosion issue was sorted out. Ms. Salmon answered that that area is being tracked closely and there's been adequate water flow despite the erosion that has occurred. She stated that erosion controls were put in place which have helped mitigate sand running into the area. She stated that the plan is still to add drainage, but no word yet on when.

Mr. Coulson asked if the DPW will come to a meeting to discuss road sanding. Ms. Salmon stated that Ms. Usowski has reached out to DPW Director Lincoln Hooper, to come and speak.

ADJOURNMENT

MOTION

Mr. Coulson moved to adjourn the meeting at 6:32pm.

Mr. Coleman seconded.

Vote: 6-0.

Motion carried; Meeting adjourned at 6:32pm.

Submitted by Lisa Shaw, Executive Assistant