



# CITY OF HAVERHILL CONSERVATION COMMISSION MEETING MINUTES



**MEETING DATE: THURSDAY, November 20th, 2025, at 7:15 PM.**

“I hereby call this meeting of the Haverhill Conservation Commission to order under MGL Chapter 131 Section 40 under the City of Haverhill municipal ordinance Chapter 253 on this 20<sup>th</sup> day of November 2025. Role will be called for every vote this evening; will the clerk please call the role for attendance.”

Present: Fred Clark (FC), Lisa DeMeo (LD), Tom Wylie Ed. D. (TW), and Harmony Wilson (HW)

Absent: Oliver Aguilo (OA), Jen Rubera (JR), and Evan Barman (EB)

Also Present: Robert E. Moore, Jr., Environmental Health Technician (RM) and McKayla Arsenault (MA)

“At this time the Commission wishes to inform you that should an item of business be acted upon in this meeting and you wish to be notified in writing that an appeal has been filed, you must give your name and address to the Conservation Dept. staff immediately following the action of that item of business so that you may follow the appeal process. You may submit your name and address via email to [conservation@haverhillmass.gov](mailto:conservation@haverhillmass.gov). Please identify your items of interest in the subject line. Thank you for your cooperation in implementing this policy. Please note that this meeting is being audio and video recorded, participants may join this meeting remotely. Note: if technological problems interrupt the virtual meeting, the meeting will continue in person. As always, the Conservation Dept. staff is available to answer any questions pertaining to all the Commission's actions.”

FC made amotion to continue **Items 1.1 and 5.2** to the December 11<sup>th</sup> meeting. Seconded by LD. Approved. Motion passed 4-0-3. Approved.

## PUBLIC HEARINGS

### 1. REQUEST FOR DETERMINATION OF APPLICABILITY

#### 1.1. Randy Hagggar for 68 Old Yankee Road (Parcel ID: 573-6-6B) Expansion of existing garage

##### Plans & Documents

(1) RDA Application Materials, received 10.29.2025

Summary: This item was continued.

#### 1.2. Eric Basiliere for 33 Beaver Pond Lane (Parcel ID: 459-2-7) Tree removal and construction of a detached garage

##### i) Plans & Documents

(1) Request for Determination of Applicability, received 11.05.2025

Summary: Eric Basiliere from 33 Beaver Pond Lane gave a project overview. LD asked if the site conditions are different than before? RM said it was a forested lot so the original owner cut the driveway access in and cut the location where the house was built, etc. It has sat there in a state of mid construction for several years. Every 3 years he would get an extension; it ran out in 2021 or 2022. The new owner is looking to finish that. RM said the work to be performed could be put under an RDA instead of a new OOC. HW read comments from RM. LD asked to clarify what he is putting in the garage – antique tractors.

Action: FC made a motion to issue a Negative Determination – Option #3 to regulate this project to include all the conditions read into the record tonight from RM (A-D). Seconded by LD. All in favor. Motion passed 4-0-3. Approved.

## 2. NOTICE OF INTENT

### 2.1. #33-1591 City of Haverhill for 0, 284 & 288 Brandy Brow Road (Parcel ID: 462-203-1, 462-201-3&4) Removal of dilapidated vehicular bridge and replacement with pedestrian crossing

#### i) Plans & Documents

- (1) Notice of Intent, received 11.07.25, GPI
- (2) Stormwater Report Checklist, received 11.07.25, GPI
- (3) Geotechnical Report, dated 06.17.24, GEI
- (4) Hydraulic Report, dated July 2024, GPI
- (5) WPA Notice of Intent Plans, dated 11.06.25, GPI

Summary: Alexa from Bremen Peterson Inc. presented as the Design Consultant for the project. TW asked if the design takes vehicle traffic and she said only emergency vehicles. TW voiced concerns about beavers coming back to the area, and Alexa agreed it could be an issue. TW asked if she thinks it will be swampy there. She said no because they are widening the culvert to 34' and there is going to be scour protection. There will be a low flow channel that will make sure water doesn't stagnate. FC asked what the life span of the culverts are, hard to tell but worst case 50 years. TW asked what the road surface will be. It will be paved over the culvert. TW asked about project start date - TBD. LD is concerned about the 6' length for emergency vehicles. RM said they would probably come in the other side. LD asked about runoff into the brook. Environmentalist for the project said that the thought is that it will sheet off either side of the bridge and will go down the vegetated slopes and there will be erosion skin for protection. HW read comments/recommendations from RM. LD requested that they alter the emergency vehicle language, so it is not misleading.

Action: LD moved that they continue this item to the December 11<sup>th</sup> meeting to address comments and allow for the 30-day NHESP comment period. Seconded by FC. All in favor. Motion passed 4-0-3. Approved.

## 3. REQUEST TO AMEND A FINAL ORDER OF CONDITIONS

None scheduled

### OTHER BUSINESS (NON-HEARING ITEMS)

## 4. EXTENSIONS AND CERTIFICATES

### 4.1. Certificate: #33-394 Damore Law for 16 Peoples Place

Summary: HW read comments/recommendations from RM.

Action: FC made a motion to issue a Partial Certification for lots 1, 3, 4, and 6 (house #88 Carleton and 10, 16 and 22 People) and to send a letter to the current townor of lot 8 (30 People) advising the part of the need to obtain Certificates of Compliance under #33-0394 and #33-1440. Seconded by LD. Motion passed 4-0-3. Approved.

### 4.2. Certificate: #33-690 Robert Swajian for 328 East Broadway

Summary: HW read comments/recommendations from RM.

Action: FC made motion to issue a complete Certification with the inclusion of Conditions 1,15, and 16 as Ongoing Conditions. Seconded by LD. Motion passed 4-0-3. Approved.

## **5.ENFORCEMENT**

### **5.1Enforcement Order: Louis Messina, 64 Old Ferry Road**

Summary: Louis was not present for the meeting. RM gave an overview and reviewed the pictures with the Commission. HW asked if he staked down the wattles – he did. HW read recommendations from RM. TW asked if the marsh is his? RM said it is and he has thoughts of putting fencing back there.

Action: FC made a motion to move this item to the January 8<sup>th</sup> meeting. Seconded by LD. Motion passed 4-0-3. Approved.

### **5.2Enforcement Order: Jodi Villafane and Kevin Wulleman, 227 Salem Street**

Summary: This item was continued.

## **6. MISCELLANEOUS**

None scheduled

## **7. ACCEPTANCE OF MINUTES**

Summary: HW read comments/recommendations from RM.

Action: LD made a motion to accept the November 6<sup>th</sup> meeting minutes. Seconded by FC. Motion passed 4-0-3. Approved.

## **8. ADJOURN**

Meeting adjourned at 8:38 PM.