

**Minutes**  
**Herring River Restoration Committee (HRRC)**  
**Cape Cod National Seashore Headquarters**  
**Wellfleet, MA**  
**April 16, 2015**  
**9:30 am-5:00 pm**

**Members Present:** Tim Smith, Steve Spear, Steve Block, Eric Derleth, Hunt Durey, Hillary Greenberg

**Others Present:** Margo Fenn, Martha Rheinhardt, Don Palladino, Nils Wiberg, Mike Mitchell, Stu Harris, Kirk Bosma (by phone)

**Communications/Coordination with Friends of Herring River (FHR):** Don Palladino updated the HRRC members on FHR activities. He presented a new children's book ("The Adventures of Allie the Alewife") written by FHR Board member Barbara Brennessel, and noted that proceeds from sale of the book will benefit FHR. He also noted that the spring herring count has begun.

FHR is seeking professional assistance to transfer its financial data into a "QuickBooks" format and to conduct ongoing accounting. FHR is planning a number of public outreach events over the coming months including a briefing for the Wellfleet Board of Selectmen, participation in the 4<sup>th</sup> of July parade, and the annual meeting in August. Palladino is revising a draft job description for and Executive Director and hopes to hire a qualified person for that position by late summer.

**Plan for NOAA Site Visit:** The Committee discussed plans for a May 23, 2015 site visit by Melanie Gange, Restoration Specialist at the National Oceanic and Atmospheric Administration (NOAA) fisheries program. Don Palladino, Tim Smith and Margo Fenn will provide a briefing at the FHR office and give Ms. Gange a tour of the Restoration Project area.

**Approval of Minutes:** The Committee voted unanimously to approve the minutes of the March 17, 2015 meeting.

**Meeting Schedule:** The Committee approved the following schedule of meetings:

May 5, 2015 11:00 am	Pre-permitting meeting regarding the Chequessett Neck Rd bridge
May 14, 2015 1:00 pm	MOU Working Group meeting
May 18, 2015 9:30 am	HRRC regular meeting
June 18, 2015 9:30 am	HRRC regular meeting

**Updates on Work Plan for FY 2015:**

**High Toss Road removal/pedestrian access design:** The Committee discussed three proposed options for High Toss Road, including a option to remove the entire causeway across the floodplain, an option to remove the road and construct a pedestrian boardwalk across the floodplain, and an option to remove portions of the road and construct a series of bridges to connect the road segments. The engineering consultants (ESS Group) for this Project element developed an evaluation matrix to review the pros and cons of these options. Key issues include

effects on sediment transport, recreational access and safety, and construction and maintenance costs. The Committee agreed that further analysis is needed to understand safety issues, especially related to horseback riding. The group agreed on the following next steps:

1. FHR will work with the ESS Group to revise their contract scope of work to include the needed analysis and to clarify the deliverables for the June 30, 2015 grant deadline.
2. FHR will reach out to recreational users to clarify their interests and needs.
3. The MOU Working Group will meet in mid-May to discuss the High Toss Road options and recommend a preferred alternative.
4. A second public meeting will be held in June to present the preferred alternative.

**Low-lying Road Design:** The Louis Berger Group (LBG) is finishing survey work on low-lying road segments. The survey identified an additional area of low-lying road in Truro, which will need to be added to the scope of work. Steve Block suggested using MA DER funds to do this work. The Committee agreed that it would be appropriate to design the affected road segments with six inches of freeboard above the storm of record water elevations. FHR will work with LBG to approve a contract amendment for the new sections of road.

**CYCC Golf Course Design:** The ESS Group is also working with a team of golf course designers to refine plans and cost estimates for raising the lower fairways of the Chequessett Yacht and Country Club (CYCC) golf course. The design team met in early April with CYCC and HRRC representatives and walked the course. The team has set up a series of conference calls and meetings to review progress. Work will be completed by June 30, 2015.

**Low-lying Property (LLP) Survey and Engineering:** Slade Associates is preparing survey plans for several private properties in the Upper Pole Dike Creek basin. The HRRC still needs to review and refine its policies on mitigation and then set up meetings with owners. The draft policy document will be presented to the MOU Working Group at its May 14, 2015 meeting.

**Cultural Resource Assessment:** The Public Archaeology Lab (PAL) has begun Phase 1B investigations (test pits) for areas around the CYCC golf course, the Mill Creek dike and the Chequessett Neck Road (CNR) bridge and construction staging area.

**Permitting:** Proposals from potential environmental consultants to assist in preparation of the Development of Regional Impact (DRI) application process were due on April 17, 2015; however, no proposals were received by the deadline. Margo Fenn, Don Palladino, Hunt Durey and Steve Block will reevaluate the process for seeking a permitting consultant.

**Rare Species Monitoring:** Work has begun by three rare species specialists to develop monitoring protocols for state-listed moths, turtles and birds. A new Notice to Proceed (NTP) is needed for James McDougal's bird contract, and a revised proposal is needed from Oxbow Associates for the turtle work. Tim Smith and Don Palladino will coordinate with the rare species experts and the MA NHESP to approve this work.

**Workshop Session with Fuss & O'Neill:**

**Mill Creek Dike 60% Design:** Nils Wiberg reviewed work to date for the Mill Creek dike and

tide gates. Last year, Fuss & O'Neill worked with the HRRC to evaluate several different structural design options for the dike, including an earthen dike and single steel sheet pile wall. Next steps in the design process include evaluating options for the dike's location and possible routes for construction and maintenance access to the structure. This next phase of work will include a topographic survey of the project location and access route(s), scour analysis and 60% design plans for one or both of the potential dike locations.

Wiberg reviewed two potential access routes: One from Chequessett Neck Road along the edge of the river, another from the north off Old Chequessett Neck Road. If the latter route were to be selected, an easement might be needed to cross private property. A third possible route would be through the CYCC property. If selected, this route would be coordinated with construction access for proposed work on the golf course.

Nils Wiberg outlined the schedule for upcoming work as follows: The draft evaluation of the two dike locations and access routes will be completed by June 30, 2015. The final evaluation report, topographic survey and scour analysis is expected to be completed by July 31, 2015 and the 60% design plans are expected to be completed by September 30, 2015.

**Update on Chequessett Neck Road Bridge Design:** Nils Wiberg outlined the schedule for upcoming work on the CNR bridge and tide gate design as follows: By August 31, 2015, Fuss & O'Neill expects to complete the utilities and power coordination and prepare draft permit-level design drawings. He noted that a responsible party must be identified for the utility power control system. This will likely be the Town of Wellfleet, as the Town will own the structure, but this must be discussed with town officials. By September 30, 2015, Fuss & O'Neill expects to complete the final permit-level design drawings as well as portions of the draft 75% design package for the MA Department of Transportation (DOT). Nils Wiberg reviewed some remaining issues raised by MA DOT about the 25% design plans. MA DOT requested that Fuss & O'Neill consider some different options for tide gate/panel supports. This work is ongoing.

**Canoe/Kayak Access & Portage:** Wiberg reviewed five different alternatives for providing canoe/kayak access over the new bridge structure. Alternative 1 would include ADA compliant ramps along both sides of the embankment, immediately adjacent to the bridge abutment. Alternative 2 would provide a modified ramp with wide steps and landings (not ADA compliant). Alternative 3 would provide stairs on either side of the embankment with no landings (not ADA compliant). This option would have the smallest footprint, but it would be more difficult to use, requiring carrying a boat up a steeper incline. Option 4 would provide more mildly sloping ramps with landings on both sides of the embankment, which would still be ADA-compliant but would not be subject to ADA design standards, allowing railings to be excluded such that a boat could be launched from any point along the ramp, depending on the tide level. Option 5 would provide ramps with removable gangways and floating docks on both sides of the embankment. This would be the most expensive option to build and maintain, requiring seasonal removal of the docks and gangways.

The Committee discussed the options and noted that the portage design should be integrated with the path from the proposed new upstream parking area adjacent to Duck Harbor Road. The group also talked about safety concerns and how to include considerations for fishing in the designs. The Committee recommended three options for further consideration:

1. Design a ramp/path from the parking area that is ADA compliant
2. Design a ramp/path from the parking area that is ADA compliant in combination with Alternative 2 above; and
3. Design ADA compliant ramps on both sides of the embankment (Alternative 1) in combination with a simple footpath from the parking area.

The Committee agreed that Town and Seashore officials need to review and discuss these options and suggested that this be on the agenda for the MOU Working Group meeting on May 14, 2015.

The Committee briefly discussed the May 5, 2015 pre-permitting meeting and site walkovers of the CNR and MC sites with the Army Corps of Engineers, MA DEP and the Wellfleet Conservation Commission.

**Hydrodynamic Modeling:** The Committee had a phone consultation with Kirk Bosma of the Woods Hole Group (WHG) to discuss what benchmarks to use in evaluating the combination of storm surge and rainfall events in the Upper Pole Dike Creek basin. After a lengthy discussion, the group agreed that it would make sense to evaluate both a 10-year storm surge in combination with a 100-year rainfall event, and a 100-year storm surge in combination with a 10-year rainfall event. The group also noted that we should evaluate existing conditions with these projected rainfall events. Kirk Bosma agreed to follow up on four tasks:

1. Review any discrepancies in water surface elevations in Upper Pole Dike Creek between the WHG final modeling report and the latest modeling results;
2. Double-check the corresponding analysis for Mill Creek;
3. Evaluate the composite storm probabilities as described above; and
4. Evaluate existing conditions in Upper Pole Dike Creek (rainfall events without storm surge-Does the existing culvert restrict drainage?)

**Strategic Planning:** Don Palladino noted that FHR had been working with officials from the Nature Conservancy (TNC) and other non-government organizations (NGOs) to develop a fundraising strategy for the next phase of the Restoration Project. The group has discussed holding a two-day strategy meeting in late May. Palladino suggested that a facilitator be hired to help plan and run the meeting. He noted that the Consensus Building Institute (CBI) is working with FHR on other matters and could likely help out with this as well. Part of the strategy needs to include engaging senior officials from the partner agencies in identifying potential funding sources and building support for that effort.

**Budget Modifications:** The HRRC and FHR need to finalize the FY 2015 DER and NOAA Year 2 budget adjustments and firm up the budget requests for the coming year.

**FEIS/EIR:** Tim Smith and Margo Fenn noted that the Louis Berger Group (LBG) had recently completed a redline version of the Final Environmental Impact Statement/Report (FEIS/EIR). This version needs to be checked before it is circulated for internal review by the partner agencies.