

Topsfield Planning Board

January 19, 2010

Chairman Winship called the meeting to order at 7:30 PM. Board members present were Robert Winship, Janice Ablon and Gregor Smith. Roberta Knight, Community Development Coordinator was also present.

Visitors: There were no visitors in attendance.

Minutes: Member Gregor Smith made the motion to approve the minutes of January 15, 2010 as written; seconded by Clerk Janice Ablon; so voted 3-0.

English Commons Monitoring Consultant: The members reviewed the proposal from Larry Graham based on an hourly rate of \$90/hour for approximately 10 hours per week; and also reviewed the proposal from Jack Sullivan based on an hourly rate of \$100/hour for approximately 10 hours per week. Both proposals were similar in cost and scope for inspection time on site. It was the consensus of the Board to grant the independent consulting contract to Graham Associates. The Board directed Ms. Knight to contact Larry Graham and developer Alan Berry to schedule a meeting for Friday morning January 22nd.

Scenic Road Bylaw: Clerk Janice Ablon noted that upon reviewing other Town Scenic Road By-laws, it was her recommendation that no revisions would be required for the Town's By-law; however the rules and regulations needed to be revised to clarify the notification and application process.

Stormwater Management By-law: Clerk Janice Ablon noted that only the rules and regulations required revisions similar in nature to the Scenic Road By-law relative to notification and application process. The Town's current By-law is based on the State's Model Stormwater By-law (Duxbury-Marshfield-Plymouth, 2004). The few variations addressed issues peculiar to Topsfield. The Board, however, needs to make a decision as to whether it will recommend changing the By-law from a General By-law to a Zoning By-law. It was the consensus of the Board to request a legal recommendation from Town Counsel.

The Board then discussed developing a tracking procedure for ANR lots relative to stormwater management. Chairman Winship volunteered to discuss the matter with Inspector of Buildings Glenn Clohecy.

The meeting was adjourned at 9:01 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator