

Topsfield Planning Board

June 2, 2009

Chairman Winship called the meeting to order at 7:50 PM. Board members present were Robert Winship, Janice Ablon, and Jonathan Young. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectman Martha Morrison

Community Development Strategy: Selectman Martha Morrison initiated the discussion relative to the updating of the 2003 Community Development Strategy which is under the purview of the Planning Board. Selectman Morrison noted that it was the intention of the Board of Selectmen to forward a letter to all departments involved in the components of the Strategy and request an update. The updated Strategy is a requirement for several State block grant programs and the Strategy's components are also used in determining the Town's Commonwealth Capital score that is the basis for other grants. The Board of Selectmen is in the process of appointing an Energy Committee as the first step in pursuing an Energy Block Grant relative to wind turbines for communities under 35,000 in population.

New Meadows EHD Continuance Request: Clerk Janice Ablon made the motion to continue the public hearing for New Meadows EHD to June 16, 2009; seconded by Member Jonathan Young; so voted 3-0.

Minutes:

Clerk Janice Ablon made the motion to approve the minutes of April 21, 2009 as amended; seconded by Member Jonathan Young; so voted 3-0.

Member Jonathan Young made the motion to approve the minutes of April 30, 2009 as written; seconded by Chairman Winship; so voted 3-0.

Clerk Janice Ablon made the motion to approve the minutes of May 19, 2009 as amended; seconded by Member Jonathan Young; so voted 3-0.

English Commons SP Documents: Chairman Winship noted that the Open Space Management Plan version received by email on May 19th denoted the Planning Board's recommended changes, and requested Ms. Knight to forward the version to the Open Space Committee and the Conservation Commission for comments for the June 16th public hearing. Chairman Winship noted the Local Preference Plan's final version was satisfactory and included all the recommended changes. However, he was not satisfied with the sample Schedule of Values and noted that it was too abbreviated and requested

Ms. Knight to contact Alan Berry on the matter. Chairman Winship also noted the receipt of the Project Schedule, Site Plan Strategy and two Stormwater Plan documents.

Preliminary Review of Scenic Road Application: The Board made a preliminary review of the application for 37 River Road for its South Main Street frontage relative to the opening in the stonewall. The Board requested Ms. Knight to forward the application to the Conservation Commission relative to any wetland's issue concerning potential "fair parking" in the field as denoted in the application's description.

Preliminary Review of Accessory Apartment Application: The Board reviewed the accessory apartment application plans for 11 Rowley Bridge Road, and requested that information regarding the certification of the septic system be obtained from Health Agent John Coulon for the hearing.

Rowley Bridge Road Trail: The Board then discussed the proposed trail connecting the English Commons EHD project with its neighbors on Rowley Bridge Road. It was noted that in preliminary discussions the developer seemed agreeable to providing a clear trail to Rowley Bridge Road. Selectman Morrison had pointed out in previous meetings that under previous ownership the existing trail that had been cleared periodically. The Board noted that this should be an obligation and incorporated into the Open Space Plan.

The meeting was adjourned at 10:20 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator