

Topsfield Planning Board
June 3, 2014

Chairman Morrison called the meeting to order at 8:00 PM at the Town Library. Board members present were Martha Morrison, Jeanine Cunniff, Joseph Geller and Steven Hall. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectman Dick Gandt

Minutes:

Member Joseph Geller made the motion to approve the minutes of March 18, 2014 as amended; seconded by Clerk Steven Hall; so voted 4-0.

Member Jeanine Cunniff made the motion to approve the minutes of April 3, 2014 as amended; seconded by Clerk Steven Hall; so voted 3-0-0. Member Joseph Geller abstained.

New Meadows Site Plan Modification Amendment: This amendment decision modifies the site plan for the New Meadows EHD as approved by the Board on February 19, 2014. Member Jeanine Cunniff made the motion to sign the amendment decision for the revised site plan for New Meadows; seconded by Clerk Steven Hall; so voted 3-1-0. Member Joseph Geller abstained.

Letter of Authorization: Member Jeanine Cunniff made the motion to approve and sign the Letter of Authorization to the Town Accountant relative to Planning Board payroll and bills; seconded by Clerk Steven Hall; 4-0.

Liaison Assignments: The Board members agreed to the following liaison assignments for the 2014-2015 term:

Soil Removal Board	Jeanine Cunniff
Stormwater Management Committee	Steven Hall
Mapping Committee	Joseph Geller

Projects for 2015 ATM: Chairman Morrison at this time commenced a discussion concerning the agenda for the new term which would include the resolution of the "Unaccepted" streets in Topsfield. The Board within this context discussed the Town's county roads and unaccepted subdivision streets. It was noted the Town of Burlington petitioned the State Legislature by special act to resolve this issue. Whatever mechanism, the Town would use, it would require a warrant article for town meeting action. Chairman Morrison also requested that the members review the Subdivision Rules And

Regulations, in particular the street acceptance section, during the term. This review would require a public hearing for approval of revisions and followed by the recording of the revisions at the South Essex Registry of Deeds.

Summer Meeting Schedule: After reviewing potential dates, it was the consensus of the Board to hold its summer meetings on Tuesday July 1st and August 5th and to continue holding meetings on the first Tuesday of the Month for the remaining meetings in 2014.

Hickory Beech Street Acceptance Funding: Chairman Morrison initiated a discussion on the funding of the peer review of the As-Built Plans for the street acceptance process. It was the consensus of the Board that the funds from the Tri-Partite Agreement held by TD Banknorth that were designated under the Schedule of Values tied to the Agreement be accessed to fund the review. Clerk Steven Hall followed with a motion to direct Town Counsel to develop a course of action and contact the appropriate parties of the Agreement for the disbursement of funds for the engineering peer review for street acceptance; seconded by Member Joseph Geller; so voted 4-0.

The meeting was adjourned at 9:03 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator