

***Topsfield Conservation Commission
Minutes of Wednesday, February 8, 2017
Topsfield Library Meeting Room***

Present: Chery Jolley, Chair; Dodds Shamroth, Vice Chair; Jim Carroll, Jen DiCarlo, Holger Luther and Theresa Coffey, Recording Secretary

Other Attendees: Dick Gandt

The meeting was called to order with a quorum present at 7:10 p.m. Cheryl Jolley, Chair, announced that the meeting was being audio recorded.

HEARINGS:

RDA 2017-01: 42 Washington Street, (Map 32, Lot 133), Maloney

The Applicant was not yet in attendance, the TCC agreed to proceed with other business until the applicant arrived.

REQUESTS:

CoC 307-0731: 52 Prospect Street, (Map 46, Lot 005), Geller

Jolley stated that she conducted a post-activity inspection for this septic system upgrade, replacement of the driveway culvert and re-paving. The site is in compliance, conservation posts are in place, water is flowing through the culvert, etc. Jolley also confirmed that all required documents have been received in the TCC office and that the file is complete.

Luther moved to issue a Certificate of Compliance for 307-0731 for 52 Prospect Street on the basis that the work has been completed in compliance with the Order of Conditions and that all required documentation was submitted to the TCC office before the site visit. Carroll seconded. The vote was unanimous in favor.

Ch. 44 §53G Account, 307-0726: 9 and 21 Towne Lane, (Map 33, Lot 061) & (Map 41, Lot 073), LeClair

Luther moved to release the remainder of the account for the Peer Review for 307-0726, the outstanding principal amount to go to the Peer Reviewer and the remaining principal plus any accrued interest to go back to the applicant. Carroll seconded. The vote was unanimous in favor.

OTHER:

Meeting scheduled for February 22 – Jolley informed the TCC that the Town Hall will be closed February 15, 16 and 17 to prepare for the move to temporary space. She suggested that the TCC cancel the February 22, 2017 meeting as no business can be conducted during the move. In addition, the new Conservation Administrator is scheduled to begin work on February 27, 2017.

John Sarkis has been contacted regarding the Continued Hearing for 470 Boston Street which was to be held February 22. Sarkis agreed to the March 8, 2017 date. After discussion, the TCC agreed that they will post the cancellation notice on the website and will contact David and Nicolette Larson, owners of the adjacent property to 470 Boston Street.

Luther moved to cancel the February 22, 2017 meeting given the fact that Town Hall will be closed and moving to new temporary space. Carroll seconded. The vote was unanimous in favor.

Luther moved that upon communication with John Sarkis, the Hearing for 470 Boston Street be continued to March 8, 2017. Carroll seconded. The vote was unanimous in favor.

MEETING MINUTES:

Luther moved to adopt the minutes of the TCC meeting held on January 25, 2017, as amended. Carroll seconded. The vote was unanimous in favor.

ADMINISTRATOR'S REPORT:

Jolley reported on the following:

- The Board of Selectman approved the contract for the consulting services of Lana Spillman.
- The Board of Selectmen approved the appointment of Heidi Gaffney as Conservation Administrator.
- Luther has drafted a warrant letter to request a spending cap increase \$15,000 for the Bylaw Revolving Fund. Jolley signed and submitted the letter and will follow up with the appropriate Town staff.

Policies - The TCC discussed the process to inform the public about new policies for erecting seasonal ice rinks and for tree cutting. Luther suggested that the changes be published on the website, and stated he felt there was no need to hold a public hearing as there are no changes being proposed to the regulations. Rather, the regulations are being more clearly explained. DiCarlo stated her preference to have the review of the draft policies on a meeting agenda and the policies adopted by vote of the TCC. Luther had previously distributed a rough draft of the tree cutting policy and asked for comments prior to the next meeting on March 8, 2017. Shamroth pointed out that March is late in the season for ice rinks and suggested that notice be published in the fall as a reminder before the winter season begins.

HEARINGS:

RDA 2017-01: 42 Washington Street, (Map 32, Lot 133), Maloney

The applicants did not appear for the Hearing. Because proof of abutter notice had not been received, the hearing was not opened. Discussion was held on previous communication with the applicants including two violation notices; Jolley read into the record a portion of the second Violation Notice dated December 22, 2016. Next steps were agreed to. A letter will be sent to the applicant recommending the hearing be scheduled for March 8, 2017. The applicant is required to publish notice of the new hearing date 14 days in advance and will also be required to provide proof of abutter notice of the new hearing date. If these steps are not taken by the applicant, an Enforcement Order will be issued.

Documents: Photo of 42 Washington Street, unauthorized activity in Buffer Zone, Violation Notice issued to Maloney dated December 22, 2016.

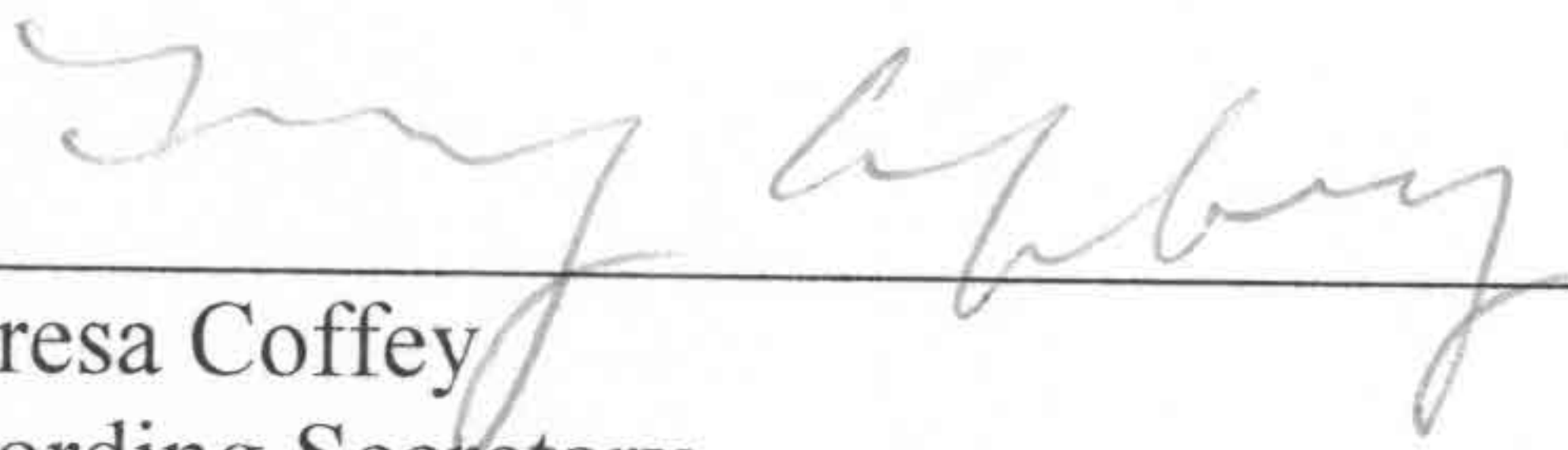
Note: Next TCC Meeting – **March 8, 2017**

ADJOURNMENT:

Luther moved to adjourn the meeting. Carroll seconded. The vote was unanimous in favor.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,


Theresa Coffey
Recording Secretary

Minutes approved at the TCC meeting on _____ (insert date).

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Commission constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Commission as to the completeness or accuracy of such statements.