

***Topsfield Conservation Commission***  
***Minutes of Wednesday, June 28, 2017***  
 Topsfield Library Meeting Room

**Present:** Chery Jolley, Chair; Dodds Shamroth, Vice Chair; Jim Carroll (arrived at 7:08 pm), Holger Luther, Heidi Gaffney, Administrator and Theresa Coffey, Recording Secretary

**Absent:** Jennifer DiCarlo

**Other Attendees:**

Greg Krom	Topsfield Water Department
Victor Olson, Stantec	Water Main Improvement
Sean Moriarty, Stantec	Water Main Improvement
Michelle Arkins	77 Washington Street
Jackie Arkins	77 Washington Street
Stephanie Arkins	77 Washington Street
Christopher LaPointe	Essex County Greenbelt

**OPEN MEETING:**

The meeting was called to order with a quorum present at 7:02 pm. Cheryl Jolley, Chair, announced that the meeting was being audio recorded.

**HEARINGS:**

**NoI 307-0753:** **Topsfield Water Department**, Moriarty/Stantec Consulting, Water Main Improvements on River Road and Prospect Street

Luther read the legal notices and Gaffney confirmed receipt of proof of abutter notices. Greg Krom, Water Superintendent, provided an overview of the water main improvement project to replace existing 6-8" water mains with a 12" water main. Krom stated that funds were allocated at Town Meeting to replace water mains. They are seeking permission to cross wetlands, and in particular, a stream near Fox Run Road.

Victor Olson, Stantec described the work to be done, discussing in detail the plan to cross underneath a culvert on Prospect Street.

Carroll arrived at 7:08 pm.

Sean Moriarty, Stantec Consulting, discussed the use of directional drilling and showed photos of the equipment that will be used. He reviewed the site plan and the resource areas. Approximately

265-270 feet of drilling will be done in the buffer zone. The water main will be installed underneath the culvert so it will not have to be dug up. The new mains will be installed next to the old pipes, which will stay in place. Discussion was held on the plan for excavated soil. Soil from the trench will be backfilled and any excess will be removed and stored off-site. Straw socks and silt socks will be used in catch basins. Luther added that a spill kit should be added to the Order of Conditions.

Gaffney noted that the only wetlands delineated are in the right of way, and no wetlands were delineated on private property. Wetland delineations were reviewed but not confirmed. Since all work is being done in the right of way, this is sufficient.

*Luther moved to close the hearing. Carroll seconded. The vote was unanimous in favor.*

*Luther moved to permit the project to proceed as described and delineated in the plan entitled "River Road Water Main Improvement Project", dated May 15, 2017, subject to normal requirements on sedimentation control and work area delineation.*

*Carroll seconded. The vote was unanimous in favor.*

#### **RDA 2017-07: 77 Washington Street**

Luther read the legal notice and the applicant submitted proof of abutter notices.

The applicant, Michelle Arkins, provided an overview of her proposal to install an above ground pool. Using a site plan and photos, she showed the 18 foot round swimming pool 47 feet from the wetlands. Discussion ensued about options for pool shapes and sizes to get it further from the wetlands. Luther stated that the pool need not be round as long as the dimension perpendicular to the wetlands line remains at 18 feet or less. A cartridge style filter should be used so backwashing is not needed. Discussion was also held regarding the location where water would be discharged should the pool need to be emptied.

*Luther moved to close the hearing. Carroll seconded. The vote was unanimous in favor.*

*Luther moved to issue a Negative Determination of Applicability provided that the lateral extent of the pool toward the wetlands does not extend greater than 18 feet, that any discharge of water from the pool is kept at least 100 feet from the wetland boundary and that the project is subject to normal construction requirements. In addition, the area to be built will be delineated and the Administrator must approve before building begins.*

*Carroll seconded. The vote was unanimous in favor.*

**OTHER:**

Signing of LAND Grant Application for Donibristle Farm - Jolley read into the record a letter from the Board of Selectmen dated June 20, 2017 that confirms Conservation Administrator Heidi Gaffney as Project Manager for the Donibristle Farm project.

Chris LaPointe, Essex County Greenbelt, was present to request the TCC signatures on the final grant which is due on July 12, 2017.

Discussion took place about the points for various aspects of the grant, i.e., biodiversity, recreational components, wetlands, contiguous acres of protected land, and the structure of the conservation restriction in relation to the current land owner.

Discussion was held on the Open Space Management Plan, which Gaffney confirmed is valid until February 2018. She stated that work has begun on the new plan.

*Luther moved to endorse the application for the LAND Grant for Donibristle Farm.*

*Carroll seconded. The vote was unanimous in favor.*

Gaffney stated for the record that “LAND” grant is an acronym for “Local Acquisitions for Natural Diversity”.

Violation Notice: 2017-01: 42 Washington Street - Gaffney reported on a violation at 42 Washington Street for grading work related to the installation of an in-ground swimming pool. This pool permit was previously signed off with the condition of no access on the east side of the house. Access was done in this area in which some of the dirt was spread on the hill in the Buffer Zone. The resident, Maloney, has been contacted and will likely need to file an after-the-fact RDA.

Emergency Certification Ratification – Ipswich River Wildlife Sanctuary – Gaffney provided an overview of the Emergency Certificate issued for slow breaching to alleviate flooding of the access roads and public trails that were flooded during the time of heavy rain.

*Luther moved to ratify the Emergency Certification for Decker representing Mass. Audubon.*

*Carroll seconded. The vote was unanimous in favor.*

Elect Officers – This item was tabled until all members are present.

**Meeting Minutes**

May 24, 2017 – This item was tabled until the next meeting.

June 14, 2017 – *Luther moved to approve the minutes of the meeting held on June 14, 2017 as written. Carroll seconded. The vote was unanimous in favor.*

Summer Intern - Gaffney would like to identify a project for a summer intern before hiring. At this time, it is too late in the season so this will be re-visited for 2018.

Tree Planning Committee --- A brief discussion was held regarding the Tree Planning Subcommittee. Luther stated his feeling that there should be a mandate for the subcommittee. He has drafted a “working document”, and discussion continued on who may be interested in serving on the committee. Gaffney will forward Luther’s document to McEvoy.

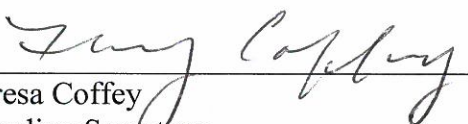
Next Meeting: July 12, 2017

**ADJOURNMENT:**

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

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

  
Theresa Coffey  
Recording Secretary

*Minutes approved at the TCC meeting on 7/12/17.*

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.

**Documents used at or for the meeting:**

NoI 307-0753: Topsfield Water Department  
Complete NOI application, including Site Plans titled “River Road Water Main Improvement Project”, dated May 15, 2017

RDA 2017-07: 77 Washington Street  
Complete RDA application including sketches and Plot Plan  
Photographs

LAND Grant Application packet