

***Topsfield Conservation Commission***  
***Minutes of Meeting June 13, 2018***  
 Topsfield Library Conference Room

**Present:** Cheryl Jolley, Chair; Dodds Shamroth, Vice Chair; Jennifer DiCarlo, Holger Luther, Heidi Gaffney, Administrator, and Theresa Coffey, Recording Secretary

**Absent:** James Carroll

**Other Attendees:**

<b>Name</b>	<b>Address</b>	<b>Agenda Item</b>
Brian McAdams	41 Surrey Lane	Same
Robert Brennan	41 Surrey Lane	Same
Dick Gandt	31 Timber Lane	

Jolley called the meeting to order at 7:03 p.m. with a quorum present.

**HEARINGS:**

**RDA 2018-03: 41 Surrey Lane** (Map 23, Lot 003), Brian McAdams – removal of 25 trees and replanting

Luther read the legal notice aloud and Gaffney confirmed that proof of abutter notice has been submitted.

**Discussion:**

Gaffney provided a brief overview of the property which had sat vacant for many years. She stated that when she visited the property for a septic system issue, she noted the bittersweet and knew it would be a problem. Gaffney referred to a letter from an arborist that was distributed to the TCC regarding the proposed removal of 25 pine trees and confirmed that the applicant has put a lot of effort into eliminating the bittersweet. She displayed photos taken in April 2018.

The applicant, Brian McAdams, described the trees that they would like to remove and his efforts to control the bittersweet. McAdams stated that just before he bought the property a tree had fallen onto the porch and that in March 2017 a tree fell on the roof of the house.

McAdams described the pine trees as 70-90 feet tall and stated that he feels the proximity of the dying trees to the house is dangerous. He proposes to remove the compromised trees and replace them with new trees in the same area at the edge of the lawn. Gaffney confirmed that the work is in the buffer zone so the stumps will have to be left in the ground.

Motion:

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

*Luther moved to issue a Negative Determination of Applicability with conditions: 1) trees may be cut at grade but stumps left in place, 2) appropriate replanting of deciduous or lower story plantings to the effect of no net-loss of trees, and 3) to the extent possible, removal of the invasive bittersweet.*

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

**REQUESTS:**

**CoC 307-0697 97 Ipswich Road:** (Map 26, Lot 004), Grandlund

Discussion:

Gaffney noted that the applicant was not present and explained that the OoC was from 2013 septic work. She has received the as-built plan and letter from the engineer. Gaffney confirmed that she conducted a site visit and that the site is well stabilized, erosion controls have been removed and conservation posts have been installed. There is no fresh tree debris and she saw no violations. Gaffney recommended that they are in compliance.

Motion:

*Luther moved to issue a Certificate of Compliance for 307-0697, 97 Ipswich Road, with continuing conditions. Shamroth seconded. The vote was unanimous in favor.*

**MEETING MINUTES**

**May 9, 2018** - *Luther moved to accept the minutes of the meeting held on May 9, 2018 as amended. Shamroth seconded. The vote was unanimous in favor*

**OTHER:**

**Enforcement Order 2018-01, 29 Stagecoach Road** (Map 11, Lot 015) – update

Gaffney provided a brief overview of this enforcement order stating she received a notice of clearing and tree work being done near a vernal pool. Upon notification of the EO, the homeowner acted immediately and hired Hughes Environmental. Hughes has been to the site and has requested an extension to complete the delineation and submit the sketch and a restoration plan.

Jolley noted that this was a new homeowner and the TCC discussed options to inform new owners of wetlands and resource area considerations. DiCarlo suggested that a process be put

in place in which the assessor would notify the Conservation office of a sale. A brochure or similar could be sent to new homeowners suggesting that they check their property for wetlands. Gaffney will follow up on this suggestion.

### **Authorized Signatures for Payroll and Vendor Warrants**

*Shamroth moved to designate Luther as the chairperson for signed payroll and vendor warrants with Cheryl Jolley as the alternate. DiCarlo seconded. The vote was unanimous in favor.*

### **Discussion regarding 362 Boston St – maintenance**

The TCC reviewed maintenance needs for 362 Boston Street and discussed increased mowing and possible signage indicating that the lot was a conservation area. Luther advised on the areas to be mowed and discussed his concerns on removing the knotweed because of the possibility of soil going into the brook. Discussion continued on options to clean up this lot considering the limited funds available to do the work. Gaffney expressed her appreciation to Luther for his help to keep this lot from becoming overgrown and unusable.

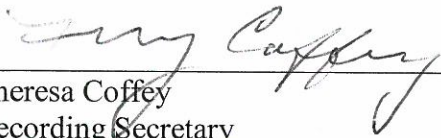
**Topsfield General Wetlands Bylaw proposed fee revisions - No report.**

### **ADJOURNMENT:**

*Luther moved to adjourn. Shamroth seconded. The vote was unanimous in favor. The meeting was adjourned at 7:57 pm.*

The next meeting will be held June 27, 2018 at 7:00 pm, Topsfield Library Meeting Room.

Respectfully submitted,

  
Theresa Coffey  
Recording Secretary

Minutes approved at the TCC meeting on 7/18/18

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:**

RDA 2018-03: 41 Surrey Lane – Application and attachments

Letter from Certified Arborist: Whitcomb Tree, dated May 16, 2018

Tree Removal Plan

Tree Replanting Plan

Request for CoC 307-0697 97 Ipswich Road – Application and attachments

Plan titled: “As Built Sanitary Disposal System”, Hayes Engineering dated September 24, 2015

Draft Meeting Minutes of May 9, 2018