

***Topsfield Conservation Commission
Minutes of Meeting October 10, 2018
Topsfield Library Conference Room***

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

Other Attendees:

Name	Address	Agenda Item
David Kelley	Meridian Associates	8 Coppermine Road
Evan Ypsilantis	8 Coppermine Road	COC 307-0492
Effie Ypsilantis	8 Coppermine Road	COC 307-0492
Greg Murrer	3 Powderhouse Lane	IRWA
Ryan O'Donnell	143 County Road Ipswich	IRWA
Donna Blackwell	124 Rowley Bridge Road	
Dick Gandt		
Kim Sherwood		

Jolley called the meeting to order at 7:00 p.m. with a quorum present.

HEARINGS:

Continuation ANRAD 307-0767: 43, 45 & 53 Perkins Row (Map 58, Lots 026, 027 & 028)
Chitro/Hancock Associates

Gaffney reported that the applicant requested this hearing be continued to October 24, 2018.

Luther moved to continue the hearing for ANRAD 307-0767 to October 24, 2018 at request of the applicant. Carroll seconded. The vote was unanimous in favor.

REQUESTS:

Continuation CoC 209-0688: 78 Alderbrook Drive (Map 68, Lot 023), Montana Development LLC/Hayes Engineering

Gaffney reported that she has not yet received a revised as-built plan. No action was taken on this item.

CoC 307-0492: 8 Coppermine (Map 78, Lot 002), Ypsilantis/Meridian Associates

Gaffney advised that the Order of Conditions was issued in 2005. David Kelly, Meridian Associates, was present to discuss this matter. He pointed to the location of the existing retaining wall on the as-built plan which was built in a different location from the original plan.

At this time, Gaffney requested a meeting recess. *A meeting recess was approved by a roll call vote: Jolley – aye, Luther – aye, Shamroth – aye, Carroll – aye, DiCarlo – aye.*

Luther moved to reconvene the meeting at 7:12 pm. Carroll seconded. The vote was unanimous in favor.

Kelley continued to describe the work that has been done on the land since the construction. Because the existing OoC has expired, the applicant cannot request a CoC under the expired file number. The applicant proposes to submit a new Notice of Intent that will reflect the work as it is at present. Any changes requested by the TCC would be made and a request for a Certificate of Compliance would be filed under the new OoC file number.

Gaffney displayed photos taken during her site visit and discussion continued on the height of the retaining wall and other deviations from the original plan. She stated that because the Order has expired, the applicant cannot request an Amended Order and recommended that an after-the-fact NOI be filed.

The TCC agreed that the applicant should proceed with a new Notice of Intent and all concerns will be addressed through that filing.

RDNI 2018-08: 4 Surrey Lane (Map 31, Lot 043), Conant - tree removal

The applicant was not present. Gaffney reported that Iron Tree contacted her regarding three large pine trees that the applicant would like to remove. She displayed photos of the trees and described the conditions of the trees. An RDNI application was filed because the trees are within Riverfront Area.

Luther moved to issue a Determination of Negligible Impact with the usual conditions for tree removal. Carroll seconded. The vote was unanimous in favor.

MEETING MINUTES:

- **September 12, 2018** – no action.

OTHER:

Request from Ipswich River Watershed: permission to implement Mass. Division of Marine Fisheries Stream Channel Maintenance Protocol for Diadromous Fish Passage at Pye Brook and Howlett Brook.

Ryan O'Donnell of the Ipswich River Watershed Association was present to discuss their proposal to conduct mid-channel maintenance on Pye Brook and Howlett Brook on an annual basis to support the passage of river herring into and out of Hood Pond. Maintenance will be done by hand clearing. Discussion continued referring to the Mass. Division of Marine Fisheries, Stream Channel Maintenance Protocol for Diadromous Fish Passage.

Greg Murrer, member of Trout Unlimited Northeast Chapter, stated that his organization will provide the manpower for this project and explained his organization's interest in this project. Gaffney reviewed how other communities have handled this request and noted that the majority have approved plans specific to their town and approved it for a certain number of years. Discussion continued on the locations of the proposed work in Topsfield and how to access locations through private property.

Gaffney stated that all work would need to be done by hand.

The TCC recommended that a specific detailed plan be written and submitted for Topsfield that identifies the location of work and the plan for private property access.

Comments for Perkins Landing (MH ID N.1005)

Gaffney requested that TCC members send comments for Perkins Landing to her. She will submit one document from the TCC to the Planning Board to be included in the Comment Letter to MassHousing.

ADMINISTRATOR'S REPORT:


Gaffney reported on Fairgrounds parking. Parking areas are being restored and disturbed areas will be hydro-seeded on/by October 10, 2018.

ADJOURNMENT:

Luther moved to adjourn. Carroll seconded. The vote was unanimous in favor. The meeting was adjourned at 7:50 pm.

The next meeting will be held October 24, 2018 at 7:00 pm, Topsfield Library Meeting Room.

Respectfully submitted,


Theresa Coffey
Recording Secretary

Minutes approved at the TCC meeting on 11/14/18

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:

**Continuation ANRAD 307-0767: 43, 45 & 53 Perkins Row (Map 58, Lots 026, 027 & 028)
Chitro/Hancock Associates**

Continuance request received 10/9/18

CoC 307-0492: 8 Coppermine Road

Letters from Meridian Associates dated September 18, 2018 and updated October 10, 2018

“As Built Site Plan of Land (to Accompany a Request for Certificate of Compliance)”
located in Topsfield MA dated September 18, 2018 by Meridian Associates

RDNI 2018-08: 4 Surrey Lane

Complete RDNI Application with Photos

Request from Ipswich River Watershed Association

Letter from Ipswich River Watershed Association dated October 3, 2018 re: Mid-Channel Maintenance on Pye Brook and Howlett Brook

Comm. of Massachusetts Division of Marine Fisheries: Stream Channel Maintenance Protocols for Diadromous Fish Passage – 2016