

***Topsfield Conservation Commission
Minutes of Meeting May 22, 2019
Topsfield Library Conference Room***

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

Other Attendees:

Name	Address	Agenda Item
Effie Ypsilantis	8 Coppermine Road	8 Coppermine Road
Rob Martin	221R Washington Street	

Cheryl Jolley, Chairperson, called the meeting to order at 7:01 p.m. with a quorum present. She announced that the meeting was being audio recorded.

HEARINGS:

Continuation RDA 2019-07: 8 Coppermine Road, (Map 79, Lot 002), Ypsilanti – tree, vine, shrub removal, landscaping, install shed

Continuation of hearing from the May 8, 2019 meeting, outstanding issues were identification of the hedge row size and plant species, a landscape replanting plan and more information for the shed.

The applicant, Effie Ypsilantis, noted that the shed would be located within the landscaped lawn on the house side of the retaining wall. The size of the shed has not yet been determined, she was waiting to receive approval from the TCC before buying a shed. Gaffney informed the applicant that approval cannot be given for a shed of an unknown size.

Luther identified the shrub on the side of the driveway as “Pigmy Bamboo”, noting that it is an invasive shrub. The applicant is proposing to remove all of the bamboo along the driveway. Due to the slope of the driveway embankment all located in the resource area, a new planting would need to be equivalent to the bamboo in terms of stabilizing the soil in that area. No other vegetation or trees can be removed beyond the bamboo. Discussion was held on the dimensions of the area that can be cleared and replanted. It was agreed that specific dimensions, a replanting plan and specifications for the shed were needed before approval could be considered.

Gaffney confirmed there is bittersweet in the wooded area that can be removed but removal must be regulated. This can be handled in a pre-activity meeting.

Luther moved to continue the Hearing for RDA 2019-07 to June 12, 2019, at the request of the applicant. Shamroth seconded and the vote was unanimous in favor.

REQUESTS:

RDNI 2019-09: 221R Washington Street, (Map 47, Lot 001), Martin – low retaining wall around landscaped area and hot tub pad

Gaffney reviewed the history of the project. An after-the-fact approval is requested for a hot tub pad that was not in the original plan of a previously approved patio.

The applicant, Rob Martin, was present and described his plan to replace a stone wall that is falling down and to continue the wall around an area that is already landscaped. The wall will be free standing with no fill behind it.

Luther moved to issue a Determination of Negligible Impact for the project at 221R Washington Street. Shamroth seconded and the vote was unanimous in favor.

OTHER:

Enforcement Order 2019-02: 254 Rowley Bridge Road, (Map 80, Lot 012) – The site is stabilized and work is continuing for the submission of the COC request.

Amended Enforcement Order 2019-01: 215 Washington Street, (Map 46, Lot 007), Galka - Erosion control is up and an update is expected by the next meeting.

Ipswich River Paddle-a-thon – The IRWA has notified the TCC that the annual Paddle-a-thon is planned for June 15, 2019 at the Topsfield Fair Grounds. There are no changes from previously approved Paddle-a-thon.

Luther moved to permit the IRWA Paddle-a-thon on June 15, 2019. Shamroth seconded and the vote was unanimous in favor.

MEETING MINUTES:

No action.

ADMINISTRATOR'S REPORT:

Fee revisions discussion – Gaffney will draft changes for fee calculations to simplify the fee schedule. Discussion continued on increasing fees for after-the-fact filing and clarifying what organizations would be eligible for fee waivers.

Summer intern – Gaffney requested funds for a summer intern in the amount of \$600.

Luther moved to approve the amount of \$600 to fund the summer intern. Shamroth seconded and the vote was unanimous in favor.

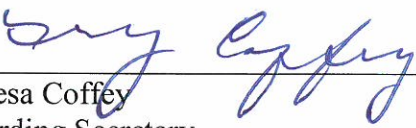
Annual Signature Authorizations - DiCarlo moved to nominate Holger Luther as the Designated Signer for the Topsfield Conservation Commission and Dodds Shamroth as the Alternate Signer. Betts seconded and the vote was unanimous in favor.

ADJOURNMENT

Luther moved to adjourn. Shamroth seconded and the vote was unanimous in favor. The meeting was adjourned at 7:45 pm.

The next meeting will be held June 12, 2019 at 7:00 pm, Topsfield Library Meeting Room.

Respectfully submitted,



Theresa Coffey
Recording Secretary

Minutes approved at the TCC meeting on 7/17/19

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 2019-07: 8 Coppermine Road

Ypsilanti Residence Revised Landscaping and Shed Proposal Attachments dated May 14, 2019

Complete Request for Determination of Applicability with attachments, received April 24, 2019

RDNI 2019-09: 221R Washington Street

Complete Request for Determination of Negligible Impact with attachments, received May 14, 2019

Enforcement Order 2019-02: 254 Rowley Bridge Road

Enforcement Order 2019-02 dated April 2, 2019

Letters from Topsfield Conservation Commission to Scott Wetherbee dated March 14, 2016 and April 2, 2019

Ipswich River Watershed Association Notice received April 30, 2019 re: Annual Paddle-a-thon and Fundraiser on June 15, 2019