

***Topsfield Conservation Commission
Minutes of Meeting October 28, 2020
By Video/audio conference***

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

Other Attendees: Richard Gandt, Tim Martins, Hadley Coonley, David (contractor for 9 Coventry Lane)

Cheryl Jolley, Chairperson, called the meeting to order, by video/audio conference, at 7:03 p.m. with a quorum present. She made the following announcements:

“Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public hearing of the Topsfield Conservation Commission is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but the public can listen to and/or view this meeting while in progress by joining the Zoom Meeting at the link listed on the posted agenda or by calling 1-929-205-6099 and entering meeting ID and password listed on the agenda. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment as announced by the chair during the hearing.”

“The meeting is being recorded by BCTV via ZOOM to be posted on the Town Website for public viewing; is there anyone else present who wishes to record the meeting?” There were no responses.

HEARINGS

Jolley read the following announcement:

“In accordance with Section 17(b)(vii) of Chapter 53 of the Acts of 2020, the following three hearings, which were pending as of March 10, 2020, shall be automatically tolled and continued to the first hearing date of the permit granting authority following the termination of the state of emergency or to a date otherwise prescribed by law, whichever is later; provided, however, that the date is not later than 45 days from of the termination of the state of emergency or the date otherwise prescribed by law, whichever is later.”

- Continuation ANRAD 307-0776: 5 East Common Street (Map 33, Lot 36), Congregational Church/Beals Associates
- Continuation NoI (Bylaw only) TCC 2019-01: 371 Boston Street (Map 26, Lot 014), Sabino/The Morin-Cameron Group, Inc.
- Continuation NoI 307-0792: ECTA Town Wide Trail Maintenance Plan, ECTA/DeRosa Environmental Consulting, Inc.

Continuation NOI 307- 0799: 9 Coventry Lane (Map 17, Lot 053) Martins – request for approval of after-the-fact landscaping improvements with restoration.

This hearing was continued from October 14, 2020. Gaffney displayed the sketch submitted by the applicants that shows how they will build the BBQ area. The applicants, Tim Martin and Hadley Coonley, confirmed that the all work will be done by hand and that ashes will be removed from the front of the BBQ pit. Native plants will be installed in the back of the BBQ pit.

Luther moved to close the Hearing for NOI 307-0799 for 9 Coventry Lane. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

Luther moved to approve the project as presented in the Notice of Intent and with the condition it proceeds in accordance with the presented plan and as discussed. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

Documents:

- Notice of Intent Application with required attachments, dated September 14, 2020
- Plan of Site Features, prepared by Donohoe Survey, Inc., dated September 25, 2020
- Sketch of BBQ area and construction detail
- Photos

Continuation NOI 307-0798: 11 Evergreen Lane (Map 50, Lot 036) Nicholson/Williams & Sparages – construction of in-ground swimming pool and patio area; removal of play area and installation of fence in the rear of yard.

Gaffney informed the TCC that the applicant submitted a formal request to withdraw the Notice of Intent application. They have moved the pool outside of the Buffer Zone. Gaffney commented that a letter was submitted by an abutter concerning this proposed project. Because the application was withdrawn, and there will be no further TCC review of the NOI there is no action to take on the letter.

Luther moved to grant the request to withdraw the application for NOI 307-0798: 11 Evergreen Lane without prejudice. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

Documents:

- Notice of Intent Withdrawal 11 Evergreen Lane Topsfield, by Williams & Sparages, dated October 26, 2020
- Complete Notice of Intent Application with required attachments, dated September 29, 2020
- Plan to Accompany Notice of Intent 11 Evergreen Lane, Topsfield MA prepared by Williams & Sparages, dated September 29, 2020
- Letter and Photos from abutter Roger Hale, 10 Caitlin Lane, Topsfield MA received October 7, 2020
- Photos

REQUESTS:

RDNI 2020-08: 22 Boardman Lane (Map 10, Lot 038) Tatum – tree removal

Gaffney displayed photos of the large, compromised pine tree proposed to be removed at 22 Boardman Lane. An arborist from Dodge Tree inspected the tree and determined it should be removed. An Order of Conditions was issued previously for this property to remove pine trees. The replanting required under that OOC has been completed according to the plan.

Luther moved to issue a Determination of Negligible Impact for 2020-08 22 Boardman Lane with the provision that a replacement tree or shrub be installed, as determined by the Conservation Administrator. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

- Complete Request for Determination of Negligible Impact application with required attachments, received October 16, 2020
- Photos

MEETING MINUTES:

Luther moved to accept the minutes of the meetings held on September 23, 2020 and October 14, 2020. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

ADMINISTRATOR'S REPORT:

Gaffney reviewed the November meeting schedule. Meetings will be held on November 4, 2020 and November 18, 2020.

OTHER:

Hickory Beech 2020 Stormwater Cleaning Report

Gaffney informed the TCC that the Hickory Beech stormwater system was cleaned and invoices and a report was submitted detailing the work that was done. A request was received from Jim Wilkinson, Hickory Beech HOA Trustee and Clerk, to waive the inspection requirement for 2020. The next inspection will be done in the Spring 2021.

Luther moved to grant the request to waive the Hickory Beech Stormwater inspection for 2020. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

ADJOURNMENT

At 7:29 pm, Luther moved to adjourn. Shamroth seconded the motion and it was approved by roll call vote:

Jolley – yes; Betts – yes; DiCarlo – yes; Luther – yes; Shamroth – yes

The next meeting will be held on November 4, 2020 at 7:00 pm, by Videoconference.

Respectfully submitted,

Theresa Coffey

Theresa Coffey
Recording Secretary

Minutes approved at the TCC meeting on 11/4/2020

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.