

***Topsfield Conservation Commission
Minutes of Meeting March 23, 2022***
By Video/audio conference

Present: Dodds Shamroth – Chair, Jennifer DiCarlo – Vice Chair Holger Luther, Heidi Gaffney – Administrator and Theresa Coffey – Recording Secretary. Rick Muka was absent.

Other Attendees:

Thor Akerley, Williams & Sparages
Laura Coulbourn, 9 Winsor Lane

Dodds Shamroth, Chairperson, called the meeting to order, by video/audio conference, at 7:04 pm with a quorum present. She made the following announcements:

“Pursuant to Chapter 20 of the Acts of 2021, this meeting/public hearing will be conducted via remote means. Members of the public who wish to access the meeting may do so in the following manner: Zoom Meeting – see connection information below to join the meeting by Zoom videoconference or calling in by phone. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Topsfield Town Website, at <https://www.topsfield-ma.gov/>. You may also reach out to Conservation at Conservation@topsfield-ma.gov or 978-887-1510 for information/assistance. No in-person attendance of members of the public will be permitted, and public participation in any public hearing conducted during this meeting shall be by remote means only. 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 and ZOOM; is there anyone else present who wishes to record the meeting? No response.

While we are conducting town business using remote participation via ZOOM, we ask that those of you not recognized by the chair or otherwise engaged in the discussion of the moment to please mute your microphone to avoid interruptions outside the conversation. Thank you.”

HEARINGS

Continuation NOI (Bylaw only) TCC 2019-01: 371 Boston Street (Map 26, Lot 014), Sabino/The Morin-Cameron Group, Inc. – re-construction of an existing building, construction of an addition, paved parking areas and driveways, utilities, stormwater management structures & grading.

No action needed.

NOI 307- : 71 Howlett Street (Map 33, Lot 019) Djordjic/Hancock Associates – after-the-fact construction of guest house and related activities and ecological restoration within 100’ Buffer Zone

Shamroth announced the applicant requested to continue to April 27, 2022.

Luther moved to continue the hearing for NOI 307- : 71 Howlett Street to April 27, 2022. DiCarlo seconded the motion, and it was approved by roll call vote:

Luther – yes; DiCarlo – yes; Shamroth – yes

Documents:

- Complete Notice of Intent Application with required attachments dated May 12, 2021
- Plan titled “As-Built Plan of Land in Topsfield MA” for 71 Howlett Street prepared by Hancock Associates, dated April 27, 2021
- Plan titled “Wetland Buffer Zone Enhancement Plan” prepared by Hancock Associates, dated October 25, 2021
- Draft plan titled “Permit Site Plan in Topsfield MA” prepared by Hancock Associates, dated January 22, 2022

TCC NOI (Bylaw only) 2022-01: 69 Parsonage Lane (Map 24, Lot 049) – Erickson/Williams & Sparages LLC – construct 2-car garage and remove 5 trees.

Shamroth announced the applicant requested to continue to April 27, 2022.

Luther moved to continue the hearing for TCC NOI (Bylaw only) 2022-01: 69 Parsonage Lane to April 27, 2022. DiCarlo seconded the motion, and it was approved by roll call vote:

Luther – yes; DiCarlo – yes; Shamroth – yes

- Complete Notice of Intent application with required attachments dated February 9, 2022
- Plan titled “Plan of Land 69 Parsonage Lane Topsfield MA”, prepared by Williams & Sparages LLC dated February 9, 2022

NOI 307- : 45-49 Salem Road (Map 63, Lot 004) – DiGrazia Salem Road Realty Trust/Williams & Sparages – proposed addition to barn.

Shamroth announced the hearing, Luther read the legal notice and Gaffney confirmed that proof of abutter notice was submitted.

Representing the applicant, Thor Akerley of Williams & Sparages LLC, reviewed the application to construct a 40' x 60' addition to an existing barn.

Akerley reviewed the characteristics of the property. A previous project for the installation of a pool is nearing completion. He reviewed the resource areas delineated in an area he described as an agricultural field/lawn area. The delineation was determined by hydric soils due to it being a mowed field. Gaffney reviewed the delineation with Greg Hochmuth and felt the line was accurate, with one flag moved.

Akerley reviewed the plan to construct an addition to the existing barn in a similar size, a driveway off an existing driveway and a stone wall behind the barn. He described the construction and the grading that will be required. The building will be placed on a slab. No trees in the resource area will be removed, however, there is a tree approximately 150 feet from the wetland that will be removed. The TCC urged the applicant to replace the tree that will be removed.

Akerley will revise the plan to show stormwater runoff infiltration.

A DEP file number had not yet been received and the applicant requested a continuance to April 13, 2022.

Luther moved to continue the hearing for NOI 307- : 45-49 Salem Road to April 13, 2022. DiCarlo seconded the motion, and it was approved by roll call vote:

Luther – yes; DiCarlo – yes; Shamroth – yes

- Complete Notice of Intent application with required attachments dated March 9, 2022
- Plan titled “Plan to Accompany Notice of Intent 45-49 Salem Road Topsfield MA”, prepared by Williams & Sparages LLC dated March 9, 2022

REQUESTS:

RDNI 2022-02: 9 Winsor Lane (Map 26, Lot 027) Coulbourn – request to remove two trees

The applicant, Laura Coulbourn, presented the request to remove two oak trees within Riverfront and Buffer zone. She described the condition of the two trees, one that is leaning over the house and other close to the garage and back porch that has lost limbs. Dodge Tree assessed the trees and recommended that they be removed. The trees will be removed using a crane. The applicant will replace the trees with trees that will be suitable for the area.

Luther moved to issue a Determination of Negligible Impact for RDNI 2022-02: 9 Winsor Lane. DiCarlo seconded the motion, and it was approved by roll call vote:

Luther – yes; DiCarlo – yes; Shamroth – yes

- Complete Request for Determination of Negligible Impact application with required attachments dated March 16, 2022
- Dodge Tree Service Proposal dated March 8, 2022

MEETING MINUTES

No action.

ADMINISTRATOR REPORT / OTHER BUSINESS

Gaffney discussed a new standard condition for Notices of Intent for new permanent structures. The condition would place the responsibility of monthly or storm monitoring during construction, to ensure continued site compliance, to the applicant or applicant's consultant. When the site is stabilized, a request could be filed to reduce or eliminate monitoring at that time.

ADJOURNMENT

At 7:34 pm, Luther moved to adjourn. DiCarlo seconded the motion, and it was approved by roll call vote:

Luther – yes; DiCarlo – yes; Shamroth – yes

The next meeting will be held on April 13, 2022, at 7:00 pm, by Videoconference.

Respectfully submitted,

Theresa Coffey

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Recording Secretary

Minutes approved at the TCC meeting on 5/25/2022

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.