

**Minutes of the
Topsfield Planning Board
Town Library Meeting Room
February 6, 2018**

Chairman Morrison called the meeting to order at 7:31PM.

Board members present: Chairman Martha Morrison, Jeanine Cunniff and Joseph Geller. Josh Rownd and Steven Hall were absent. Of the Planning Board staff Community Development Coordinator Donna Rich was in attendance.

Visitors: Scott Cameron, The Morin-Cameron Group, Inc., Paul Marchionda, Marchionda & Associates, LP, Todd Morey & Devin Howe, Beals Associates Inc., Riyaz Esmail & Sahin Shain, owners of 333 Perkins Row, and Bill Alley.

Residents: Betsy & Peter Dempsey, Tom McAndrew, Nancy & Holger Luther, Martha Sanders, Cheryl Jolley, Rob Skeffington and Ian deBuy Wenniger.

Chairman Morrison announced that the meeting would be recorded to allow the two members that were absent the ability to listen and partake in future Public Hearing discussions.

Public Hearings:

7:45PM - 303 & 333 Perkins Row-continuance—Scott Cameron reviewed the project to date, stating he had met with the Conservation Agent, Fire and Police Chiefs', Water and Highway Superintendents, adding that there were no outstanding concerns from them. Scott distributed and reviewed a memo entitled Riverwood Estates Definitive Subdivision Requested Waivers, dated February 6, 2018. Todd Morey, Beals Associates Inc., commented that they were in support of the first five waivers listed under the "Rules and Regulations Governing the Subdivision of Land in the Town of Topsfield". When reviewing the "Stormwater and Erosion Control Regulations Town of Topsfield Planning Board" waivers, Todd stated his support of retaining the larger trees, 36-inches that are positioned around the proposed location of the homes. Conservation Commissioners Holger Luther and Cheryl Jolley agreed that the trees should be preserved, if possible, and that trees should be identified that could be saved. Todd stated that the size and species of the chosen trees should be noted on the plan and that he agreed with waiver #2. There was a discussion relative to the large meadow area that exists and the consensus among everyone was to preserve the historic meadows, in place of planting trees to create a wooded area. Screening along Perkins Row was identified and suggested that trees be noted on the plans. Todd agreed to sign off once the details discussed had been added, such as tree size, species etc., to the plans. Member Jeanine Cunniff made a motion to continue the Public Hearing until March 6th at 7:30pm, seconded by Member Joe Geller; so voted: 3-0.

Public Hearings:

8:45PM - 293 Boston Street-continuance—Paul Marchionda explained the proposed Subdivision plan for the 100 acres of which the original plan of three (3) lots had dimensioned to be two (2) lots. Paul addressed the slope of the roadway that had been

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discussed at the previous meeting explaining that Highway Superintendent Dave Bond commented that he had no problem with it. Paul then reviewed the 8" water main with a 2" water service and sprinkler system and noted that after reviewing it with the Fire Chief and Water Superintendent, both expressed they were fine with the proposal as presented. Paul reported that Highway Superintendent Dave Bond would like the width of the road to be 24-ft not the 20-ft that was in the plan. Paul did say that he was not prepared to discuss the Peer Review proposal. Chairman Morrison expressed concern that both engineers should speak to each other to expedite/clarify the process. Todd expressed concern with the high water table on the one lot that a house is being proposed; resident/abutter Ian deBuy Winneger concurred with this assessment. Ian also suggested that the retention pond be angled in another direction. Paul stated they would consider the request. Member Jeanine Cunniff made a motion to continue the Hearing to March 6th at 7:30pm, seconded by Member Joe Geller; so voted: 3-0. Member Joe Geller made a motion to approve the proposal submitted on January 16, 2018 from Beals Associates, Inc. for the Peer Review at 293 Boston Street/Perkins Row, seconded by Member Jeanine Cunniff; so voted: 3-0.

Discussion: Walking Trail at English Commons-Chairman Morrison explained that Member Joe Geller request the Board have a discussion regarding the Open Space Maintenance Plan of the walking trail at English Commons. Member Joe Geller reported that the agreement states that the trail should be maintained in the spring, summer and fall, in addition to being reviewed after a storm event to ensure the trail was clear of any fallen trees. Joe commented that once the Donibristle property becomes available that there would be additional traffic on the trails. Joe volunteered to walk the trail with a member of the English Commons Home Owners Association (ECHOA) to review signage and condition of the trail. Tom McAndrew, president of the ECHOA, stated he was not aware of the condition in the agreement and would inform the landscape contractor of the requirement. There was further discussion relative to concerns about hunters gaining access from Route 1 and carrying firearms. The Board offered suggestions of the posting of signs at entrance or non-entrance locations along the trail. Tom McAndrew then reported to the Board that the front entrance gate would be replaced, replicating the original gate along with replacement of the mechanisms.

At 9:12pm, Member Joe Geller made a motion to adjourn and Member Jeanine Cunniff seconded the motion; so voted: 3-0.

Respectfully submitted,

Donna C. Rich
Community Development Coordinator

Per the Open Meeting Law, the documents that were either distributed to the Planning Board before the meeting in a packet, or at the meeting were:

1. Agenda
2. Minutes of January 9, 2018
3. Flyer for Town Forum to be held 2/13/18

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4. Distributed at meeting: The Morin-Cameron Group memo dated 2/6/18,

Approved as amended at the April 3, 2018 Planning Board meeting.

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Committee 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 Committee as to the completeness or accuracy of such statements.