

**Minutes of the  
Topsfield Planning Board  
Town Hall  
Board of Selectmen Meeting Room  
May 14, 2019**

Chairman Morrison called the meeting to order at 7:30PM.

Board members present: Chairman Martha Morrison, Steven Hall, Jennie Merrill and Greg Mellinger. Josh Rownd was absent.

Planning Board Coordinator: Donna Rich.

Visitors: Gordon Rogerson, Hayes Engineering, Inc., Alan Berry, CPP

Residents: Bob Sapienza, Mike & Gale Biermann, Dan Ludmar, Jane Fraher, John Spencer, Geoff & Nora Neale, Martha Sanders, Mark Liptak, Brian & Jessica Patten, Ruth Bortzfield, Katherine Carlson.

Chairman Morrison announced that Kim Sherwood would be making an audio recording of the meeting.

**Introduction of New Members:** Chairman Morrison introduced two new members: Jennie Merrill and Greg Mellinger. Chairman Morrison requested that Donna Rich write a letter of thanks to Jeanine Cunniff and Joe Geller for the years of service on the Planning Board.

**Public Hearing: 7:30PM** – Storm Water Management and Erosion Control Special Permit and Scenic Road Special Permit - 195 Rowley Bridge, Montana Development, LLC – Gordy Rogerson, Hayes Engineering, Inc. described the project, a new single family house with a driveway and a septic system. The driveway requires that the opening in the stone wall be widened from 12-feet, to 15-feet. Chairman Morrison reported that Stormwater Coordinator, Dave Bond had approved both applications, and stated that no peer review would be necessary. Dave noted that he should be notified for periodic inspections during construction.

Hearing no further comments from the Board or the public, Steve Hall made a motion to close the Public Hearing, seconded by Jennie Merrill; so voted: 4-0.

Steve Hall made a motion to approve the Storm Water Management and Erosion Control Special Permit and Scenic Road Special Permit at 195 Rowley Bridge Road in accordance with plans “Stormwater Management and Erosion Control” plan dated April 1, 2019 and Plan for “Scenic Road Permit” plan dated April 18, 2019 with the condition that periodic inspections would be made by the Stormwater Coordinator, Dave Bond and the septic system as shown is approved by the Topsfield Board of Health, seconded by Greg Mellinger; so voted: 4-0.

**Discussion: 470 Boston Street** – Alan Berry, CP Berry Homes, explained that he was seeking approval to make a few minor modifications to the approved plan (sheet C-2) of the Rolling Green project. 1) in place of guard rails around the detention /infiltration basin Alan suggested a split rail fence, 2) removal of signage, “No Parking, “All dogs must be leashed & waste picked up by the owner” and the “Emergency vehicles only”, 3) allow the use of conventional street paint instead of the thermoplastic on the cross walks, 4) for parking space lines not to be painted.

Greg Mellinger made a motion to approve Alan Berry’s request for the four (4) recommendations as noted in the letter dated May 6, 2019, seconded by Jennie Merrill; Steve Hall amended the motion to approve a subdued color indicating the parking spaces and to remove the cross walks all together, seconded by Steve Hall; amendment voted: 4-0, Josh Rownd amended the motion; voted: 4-0.

**Discussion: 57 Perkins Row**, Perkins Landing 40B Modification of Project Eligibility Application – Chairman Morrison explained that the Town had received a Modification of Project Eligibility for Perkins Landing 40B application. She expressed her disappointment that the modified application did not address the concerns that were addressed in the original response. The process the Board would follow for submittal of a response was explained, noting that MassHousing had approved an extension for receiving the Town’s responses to June 12, 2019. Chairman Martha polled the Board for availability of meeting again to formulate the Boards comments, with Josh Rownd absent, Donna Rich would finalize that date. Citizens were encouraged to send letters that were unique and thoughtful to the Planning Board e-mail address. Several citizens in attendance expressed their opinion of the 40B project and its environmental impact on the Town, neighborhood and site itself.

At 8:24pm, Jennie Merrill made a motion to adjourn and Steve Hall seconded the motion; so voted: 4-0.

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. Storm Water Management and Erosion Control Special Permit and Scenic Road Special Permit applications for 195 Rowley Bridge Road
3. Letter from CP Berry Homes dated May 6, 2019, with site layout of 470 Boston Street distributed at meeting
4. 40B Modification of Project Eligibility Application for 57 Perkins Row

*Approved as amended at the June 4, 2019 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.