**Minutes of the BOXFORD CONSERVATION COMMISSION**

**TOWN HALL MEETING ROOM #1**

**March 7, 2019 7:30 PM**

*Present: Peter Delaney, Frank Di Luna, Kerry Lummus, Mark Mitsch, Natasha Grigg, David Smallman,*

*Absent: Alan Fowler, Conservation Director Ross Povenmire*

*Others Present: Jim Scanlan, Thomas Boyle, Michelle Boyle, Bob Schwartz, Tom Hughes, John Crowell, Christine Barensfeld, Mary Rimmer, Joseph Bellefeuille, Carolyn Bellefeuille, Hal Moody, and others*

**Meeting Called to Order**

With a quorum present, Chair Peter Delaney called the meeting to order at 7:30PM.

**7:30 PM SCHEDULED DISCUSSIONS**

* **Discussion: Bench for Wildcat or Lockwood:** Thomas Boyle met with the Conservation Commission to propose the installation of a rustic log bench on conservation land on Lockwood Lane, in the area of the kiosk, with plans to put the bench in place in September. After a brief discussion, the Conservation Commission requested that Boyle provide the Commission with details on how the bench will be put together. He will contact the Conservation Director and return in a month with more details on the bench and how it is to be put together so it will be stable and safe for people to use.

**Supporting docs**

* + **5 Photos**
* **Discussion: Camp Rotary Dining Hall Replacement.**

**Supporting Docs**

* + **8 Photos**
	+ **Site Plan:** *Proposed Dining Hall, prepared by Deer Hill Architects, stamped by John E. Crowell, dated February 18, 2019*

Tom Hughes and John Crowell, representing Camp Rotary, met with the Conservation Commission to discuss the proposal to replace the dining hall. Hughes provided the Commission with photos and drawings to view as he made his presentation on the proposed dining hall, requesting clarification on the conservation regulations and suggestions on how they can replace the dining hall that will meet today’s codes and regulations. They expect to be in with a Notice of Intent this spring, so they could get started on the project. After a brief discussion, the Conservation Commission decided they would schedule a site visit for Saturday, March 9, at 9AM.

* **Discussion: Trout Unlimited Display Board for Lockwood Forest Bridge**

**Supporting Docs**

* + **Fish Brook Projects Display Board**

There was no one in attendance to present. The discussion will be on the agenda for April 4th.

* **Discussion: Small Oxx Farm Proposed Greenhouses, 494 Ipswich Road**

**Supporting Docs**

* + **2019 Forest Cutting Plan**

There was no one in attendance to present. The discussion will be on the agenda for April 4th.

**8:00 PM HEARINGS**

* **NOI 114-1272: 6 Stonecleave Road, 3103013, Schwartz**

**Supporting Docs**

* + **Public Hearing Notice:** *Notice of Intent by Applicant: Robert and Beverly Lynn Schwartz for the property located at: 6 Stonecleave Road, Assessor’s map 31, Block 3, Lot 13. Owner is proposing to construct a septic system upgrade and a mudroom for the existing dwelling, within 100’ of a Bordering Vegetated Wetland.*
	+ **Notice of Intent Application:** *Prepared by Scanlan Engineering LLC, dated 2/11/19:*
		- **Narrative**
		- **WPA Form 3 – Notice of Intent**
		- **USGS Topographic Plan**
		- **Natural Heritage Endangered Species Program**
		- **Aerial View**
	+ **Plans Submitted:**
		- **Subsurface Sewage Disposal System Upgrade: Details & Notes:** *Prepared by Scanlan Engineering LLC, prepared for Robert & Beverly Schwartz, dated 2/1/19*
		- **Subsurface Sewage Disposal System Upgrade: Plan & Flow Profile:** *Prepared by Scanlan Engineering LLC, prepared for Robert & Beverly Schwartz, dated 2/1/19*

Chair Peter Delaney read aloud the public hearing notice and collected proof of abutter notifications. Jim Scanlan of Scanlan Engineering, representing the applicant, met with the Conservation Commission with a Notice of Intent to construct a septic system upgrade and a mudroom for the existing dwelling within 100’ of a Bordering Vegetated Wetland. Scanlan provided the Commission with drawings, photos, and plans to view as he made his brief presentation. After a brief discussion, the Conservation Commission decided they needed to schedule a site visit to view the wetland flags, and scheduled the site visit for Monday, April 1st, at 6PM. Scanlan requested to continue the hearing to April 4th. After a brief discussion, the Commission took the following action:

On a **MOTION** made by **Smallman,** second by **Di Luna,** the Conservation Commission **VOTED** unanimously to continue the hearing for NOI 114-1272, 6 Stonecleave Road, to April 4th.

**8:09 PM PENDING ACTION ITEMS**

* **COC 114-215: 67-73 Ipswich road, 25-5-9 & 24, Moody**

**Supporting Docs**

* + **2 Photos**
	+ **Quitclaim Deed**
	+ **Planning Board Meeting Minutes: 11/15/95**
	+ **Planning Board Meeting Minutes: 12/20/95**
	+ **Plans Submitted:**
		- **Definitive Subdivision Plan:** *Prepared for Rebecca Parkhurst, prepared by Donohoe & Parkhurst, stamped by Philip G. Christiansen and Paul J. Donohoe, dated 6/2/1987*
		- **Definitive Subdivision Plan:** *Prepared for Harold W. & Stephanie J. Moody, prepared by Thomas E. Neve Associates, Inc., stamped by Thomas E. Neve, dated 9/19/1995, revised 2/19/1996*
		- **Definitive Subdivision Plan:** *Prepared for Rebecca Parkhurst, prepared by Donohoe & Parkhurst, stamped by Philip G. Christiansen and Paul J. Donohoe, dated 5/19/1987, revised 7/30/1987*
		- **Letter from Thomas E. Neve Associates, Inc.:** *to Boxford Planning Board, re: Definitive Subdivision Plan in Boxford Prepared for Harold W. & Stephanie J. Moody, III (Lots 2A & 2B Ipswich Road), 3/11/1996*

Hal Moody, 67 Ipswich Road, met with the Conservation Commission to request a Certificate of Compliance so he can clear the title and sell his property. Moody advised that no work was done on his property, but was done at 73 Ipswich Road, which, at one time, was part of a whole parcel, which included his property. It was noted that the Director, in his notes, recommended issuance of the Certificate of Compliance. After a brief discussion, the Commission took the following action:

On the recommendation of the Director, and on a **MOTION** made by **Di Luna,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to execute and issue the Certificate of Compliance because the project has been completed in accordance to the approved Order of Conditions, which shall be recorded with conditions in perpetuity.

* **COC 114-1236: 128 Main Street 28-1-25, Eaton**

Jim Scanlan, Scanlan Engineering, representing the applicant, met with the Conservation Commission with photos of the completed project. It was noted that the Director recommends issuance of the Certificate of Compliance. After a brief discussion, the Commission took the following action:

On the recommendation of the Director, and on a **MOTION** made by **Di Luna,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to execute and issue the Certificate of Compliance for file #114-1236: 128 Main Street 28-1-25, because the project has been completed in accordance to the approved Order of Conditions, which shall be recorded with the conditions noted in perpetuity.

* **COC 114-1210: 55 Towne Road, 31-2-16.A, iFarm and Discussion of Dam Management**

**Supporting Docs**

* + **Letter from ASB Design Group:** *to Conservation Commission, Re: Job No. 2015-08, Summary Letter: Certificate of Compliance - ifarm llc, 55 Towne Road, Boxford, MA. 01921, Map 31 Block 2 Lot 16A, DEP # 114-1210, 1/30/19*
	+ **iFarm LLC Pond and Dam Management Plan:** *55 Towne Road, Boxford, MA, 5/29/18*
	+ **As Built Site Plan:** *prepared for iFarm Realty LLC, prepared by Donohoe Survey, Inc., dated 11/14/2018*

Mary Rimmer, Rimmer Environmental, representing the applicant, Christine Barensfeld, met with the Conservation Commission to request a Certificate of Compliance for the bridge and dam. It was noted that the Director had made a site visit and recommended issuance of the Certificate of Compliance. After a brief discussion, the Commission took the following action:

On the recommendation of the Director, and on a **MOTION** made by **Di Luna,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to execute and issue the Certificate of Compliance for file #114-1210: 55 Towne Road, because the project has been completed in accordance to the approved Order of Conditions, which shall be recorded with the conditions noted in perpetuity.

Mary Rimmer also met with the Commission to request that the iFarm’s dam management plan be approved by the Conservation Commission, as exempt for farm purposes, so they can clear out the accumulating sediment, leaves, etc. to maintain the fire pond. Rimmer provided the Commission with photos and drawings, supporting the agricultural use exemption. After a brief discussion, the Conservation Commission agreed to accept the dam management plan, as presented, and took the following action:

On a **MOTION** made by **Grigg,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to accept the document submitted as a dam management plan for iFarm, 55 Towne Road.

* **COC** **114-1238: 5 Barker Road, 2-1-8, Far Corners Golf Course and Discussion of Outstanding OOC 114-434 Needing COC**

**Supporting Docs**

* + **Letter from ASB Design Group:** *to Conservation Commission, Re: Job No. 2016-37: Pump House Reconstruction – Certificate of Compliance, 5 Barker Road, Boxford, MA. 01921, Map 2 Block 1 Lot 8, DEP # 114-1238, 2/25/19*
	+ **Plans Submitted:**
		- **As Built Plan:** *prepared for Robert Flynn, Far Corner Golf Course, prepared by ASB Design Group, stamped by Thad D. Berry, dated 11/23/18*
	+ **WPA Form 8A – Request for Certificate of Compliance**

Mary Rimmer, Rimmer Environmental, representing the applicant, met with the Conservation Commission to request a Certificate of Compliance for the pump house reconstruction. Rimmer provided an As Built Plan for the Commissioners to view. After a brief discussion, it was noted that the Director recommended that the Certificate of Compliance be issued. After a brief discussion, the Commission took the following action:

On the recommendation of the Director, and on a **MOTION** made by **Di Luna,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to execute and issue the Certificate of Compliance for file #114-1238: 5 Barker Road, because the project has been completed in accordance to the approved Order of Conditions, which shall be recorded with the conditions noted in perpetuity.

When asked about the outstanding Order of Conditions, Rimmer advised she did not have any information on that at this time and requested that the discussion be continued to the next meeting. After a brief discussion, the Commission took the following action:

At the request of the applicant and on a **MOTION** made by **Di Luna**, second by **Mitsch,** the Conservation Commission **VOTED** unanimously to continue the discussion on the outstanding OOC 114-434 to April 4th.

**8:45PM OTHER BUSINESS**

* **Discussion: Amendments to the Boxford Stormwater Management Bylaw**

**Supporting Docs**

* + **Stormwater Management Bylaw:** *including proposed amendments*

The Chair advised the Commissioners that they need to approve the proposed amendments so they can be put on the Town Meeting warrant. After a brief discussion, the Commission took the following action:

On a **MOTION** made by **Smallman,** second by **Mitsch,** the Conservation Commission **VOTED** unanimously to approve the changes to the wording in the Stormwater Management Bylaw, as proposed.

* **Performance Review for the Director:** The Chair requested that each Commissioner turn in their review of the Director as soon as possible.

**8:49 PM ADJOURN**

With no further business, on a **MOTION** made by **Mitsch,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to adjourn at 8:49PM.

Respectfully submitted,



Judith A. Stickney

Minutes Secretary