**Minutes of the BOXFORD CONSERVATION COMMISSION**

**TOWN HALL MEETING ROOM #1**

**December 15, 2016 7:30PM**

*Present: Peter Delaney, Lana Spillman, Paris Beckett, Mark Mitsch, Natasha Grigg, Frank DiLuna, Alan Fowler*

*Absent: None*

*Others Present: Conservation Director Ross Povenmire, Minutes Sec’y Judi Stickney, Kirt MacNeill, Peter Perkins*

**Meeting Called to Order:**

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

**7:31PM PUBLIC HEARINGS AND SCHEDULED DISCUSSION ITEMS**

* **DNI 2016-30: 10 Fishbrook Rd., 40-5-7, MacNeill**

**Documents Submitted:**

* + **E-Mail from Kirt MacNeill**: To Conservation Director, Re: Boxford DNI for Removal of Trees, 12/12/16
	+ 7 Photos

Kirt MacNeill met with the Conservation Commission with a request for a Determination of Negligible Impact to remove three trees from the property at 10 Fishbrook Road. MacNeill provided photos for the Commissioners to view as he made his presentation. After a brief discussion, the applicant requested to close the hearing.

On a **MOTION** made by **DiLuna,** second by **Beckett**, the Conservation Commission **VOTED** unanimously to close the hearing for DNI 2016-30, 10 Fishbrook Road, MacNeill, under the Bylaw.

On a **MOTION** made by **Spillman,** second by **DiLuna,** the Conservation Commission **VOTED** unanimously to issue a Determination of Negligible Impact for the removal of three trees as described, under the Bylaw.

* **RDA 2016-28: 385 Main Street, 17-2-30, Perkins**

**Documents Submitted:**

* + **WPA Form 1 – Request for Determination of Applicability**

The Director read aloud the public notice and collected proof of abutter notifications. Peter Perkins met with the Conservation Commission with a Request for Determination of Applicability to remove eight trees from his property: four ash, three maple, one oak. Perkins provided photos for the Commissioners to view as he made his brief presentation. After a brief discussion, the applicant requested to close the hearing.

On a **MOTION** made by **Mitsch,** second by **Beckett**, the Conservation Commission **VOTED** unanimously to close the hearing for RDA 2016-28, 385 Main Street, Perkins, under the Act and the Bylaw.

On a **MOTION** made by **Mitsch,** second by **Spillman,** the Conservation Commission **VOTED** unanimously to issue a Negative Determination, checking Box 3, for RDA 2016-28, for the removal of trees as described, under the Act and the Bylaw.

* **Continued NOI 114-1241: Road ROW near 17-20 Highland Road, 14-1-17 & 14-2-19, Boxford DPW: Requested to be continued**

**Documents Submitted:**

* + **Public Notice:** *Replace a 12” cmp that lies under Highland Road with a 5’ w x 3’ h corrugated arch culvert. The culvert contains the flow of a very small intermittent stream. The bottom of the box culvert will be lined with 18”+ of stone and sand to replicate streambed conditions above/below the culvert.*
	+ **Site Plan:** *Highland Road, Boxford, Massachusetts, prepared by Hayner Swanson, Inc., prepared for Town of Boxford, stamped by Paul F. Hayner, Jr., dated 11/17/16.*
	+ **Hydraulic Report:** *Highland Road Culvert Replacement, Boxford, Massachusetts, prepared for Town of Boxford, prepared by Hayner/Swanson, Inc., dated 11/17/16.*
	+ **WPA Form 3 –** **Notice of Intent:** *Culvert Replacement Between 17-20 Highland Road, Town of Boxford*

On a **MOTION** made by **DiLuna,** second by **Beckett**, the Conservation Commission **VOTED** unanimously to continue the hearing for NOI 114-1241, under the Act and the Bylaw.

* **Continued RDA 2016-23: Camp Rotary, Boldi: Requested to be continued**

**Documents Submitted:**

* + **WPA Form 1 – Request for Determination of Applicability**
	+ **Plans:** *AI Plans and Elevation Proposed New Deck, drawn by Deer Hill Architects, dated 10/4/16*

On a **MOTION** made by **Grigg,** second by **DiLuna**, the Conservation Commission **VOTED** unanimously to continue the hearing for RDA 2016-23, to the next meeting, under the Act and the Bylaw.

* **Continued NOI 114-1240: 81A Stiles Pond Rd, 18-1-4, Sullivan: Requested to be continued**

**Documents Submitted:**

* + **Notice of Public Hearing:** *Proposed housing addition, detached garage, driveway and associated site improvements to an existing single family residence.*
	+ **Notice of Intent Package:** *Prepared by The Morin-Cameron Group, including the following:*
		- **Cover Letter**
		- **WPA Form 3 – Notice of Intent**
		- **USGS Map:** *81A Stiles Pond Road*
	+ **Plan:** *Site Plan of Land in Boxford Massachusetts, 81A Stiles Pond Road, prepared for Gilbert Sullivan, prepared by The Morin-Cameron Group, Inc., stamped by John M. Morin, dated 10/31/16*

On a **MOTION** made by **DiLuna,** second by **Beckett**, the Conservation Commission **VOTED** unanimously to continue the hearing for NOI 114-1240, under the Act and the Bylaw.

* **Continued ANRAD 114-1235: Willow Road and Pine Plain Road, 6-2-2.2, Price Family: Requested to be continued**

**Documents Submitted:**

* **Public Notice:** The Applicant seeks to determine the nature and extent of Wetland Resource Areas under both the Massachusetts Wetlands Protection Act and the Town of Boxford’s Wetlands Protection Bylaw.
* **ANRAD Application Package:**
	+ Letter from Wetlands Preservation, Inc.
	+ Abbreviated Notice of Resource Area Determination, prepared for the Price Family LLC, September 22, 2016
	+ WPA Form 4A – Abbreviated Notice of Resource Area Determination
	+ Notification to Abutters
	+ Affidavit of Service
	+ Wetland Delineation Report, Willow Road and Pine Plain Road, September 22, 2016
	+ DEP BVW Delineation Data Sheets
	+ Locus Map
	+ Soil Map
	+ FEMA/FIRM Map
	+ NHESP Map
	+ CVP & PVP Map
	+ ANRAD Plan

On a **MOTION** made by **Beckett,** second by **Mitsch**, the Conservation Commission **VOTED** unanimously to continue the hearing for NOI 114-1235, to the next meeting, under the Act and the Bylaw.

* **Discussion: Meeting Schedule for 2017:**  After a brief discussion:

On a **MOTION** made by **Grigg,** second by **Beckett**, the Conservation Commission **VOTED** unanimously to approve the meeting schedule as presented.

**7:53PM OTHER BUSINESS**

* **Names/Phone List:** The Director will distribute an updated contact list to all Commissioners.
* **Pay Bills:** The Director presented a bill for travel expenses of $47.52. After a brief discussion:

On a **MOTION** made by **DiLuna,** second by **Grigg,** the Conservation Commission **VOTED** unanimously to approve the travel expenses of $47.52 for the Conservation Director.

* **255 Main Street Issues:** The Director provided photos for the Commissioners to view as he updated the Commissioners on the issues with water discharges/flooding after the last rain event.
* **Boxford Common Update:** The Director provided photos for the Commissioners to view as he provided an update on the bridge work being done on the Boxford Common project.
* **iFarm Bridge Update:** The Director provided photos for the Commissioners to view as he provided an update on the bridge project at iFarm.

**8:10PM ADJOURN**

On a **MOTION** made by **Mitsch**, second by **DiLuna**, the Conservation Commission **VOTED** unanimously to wish everyone a Merry Christmas and adjourned at 8:10PM.

Respectfully Submitted,

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*Judith A. Stickney*

*Minutes Secretary*