**Minutes of the BOXFORD CONSERVATION COMMISSION**

**TOWN HALL MEETING ROOM #1**

**October 4, 2018 7:30 PM**

*Present: Peter Delaney, Natasha Grigg, Kerri Lummus, Mark Mitsch*

*Absent: Alan Fowler, David Smallman, Frank Di Luna*

*Others Present: Mike DeRosa, Bob Prokop, Webert Caron, John Morin, Kyle Lally, Patrick Seekamp, Barbara O’Brien, and others*

**Meeting Called to Order**

With a quorum present, Chair Peter Delaney called the meeting to order at 7:34PM.

**7:34 PM PENDING ACTION ITEMS:**

* **Emergency Certification: Invasive Weed Control at Boxford Common:** Mike DeRosa, DeRosa Environmental Consulting, met with the Conservation Commission to discuss the invasive Japanese Hops infestation on the Boxford Common property, brought in when the soil was brought in. DeRosa advised that he spoke to the Director about an Emergency Certification authorizing them to spray the plants but that the Director requested that we attend this meeting to discuss with the Commission before spraying. DeRosa advised that after spraying, they will cut it, bag it, and remove it. They will continue to monitor it to ensure it is permanently gone. A lengthy discussion ensued on alternative methods of removing the plants without applying the spray, preferably just cutting it out and removing it. DeRosa advised that he could go in tomorrow and cut the plants and bag it and remove it from the property. He will continue to work on a long-term solution over the winter months and report back to the Commission.

**7:45 PM HEARINGS AND DISCUSSIONS**

* **RDA 2018-13: Georgetown Road Guardrail, Boxford DPW**

**Supporting docs:**

* + **Public Hearing Notice:** *Request for Determination of Applicability applicant: John Dold, Superintendent Boxford DPW for the property located at: Georgetown Road right-of-way from approximately Woodcrest Road to Ipswich Road. To replace eight sections of guardrail in areas where Bordering Vegetated Wetlands are located at or near to the toe of the roadway embankment.*
	+ **WPA Form 1:** *Request for Determination of Applicability*
	+ **Letter from Wetland Consulting Services:** *To Conservation Commission, Re: Request for Determination, Guardrail Replacement, Georgetown Road, 9/13/18*

The Director read aloud the legal notice of public hearing and collected proof of abutter notifications. Bob Prokop, Wetland Consulting Services, met with the Conservation Commission to discuss the guardrail replacement project he is proposing to do for the Town of Boxford on Georgetown Road. Prokop provided photos for the Commissioners to view as he made his presentation. Beverly O’Brien, Hillside Road at Georgetown, asked if the culvert could be part of this project. O’Brien was advised that it would not be part of the project. Prokop added that he will discuss it with the DPW Superintendent. After a brief discussion, and with no further questions or comments, the applicant requested to close the hearing, and the Commission took the following actions:

At the request of the applicant and on a **MOTION** made by **Mitsch,** second by **Lummus,** the Conservation Commission **VOTED** unanimously to close the hearing for RDA 2018-13: Georgetown Road Guardrail, Boxford DPW the under the Act and the Bylaw.

On a **MOTION** made by **Mitsch,** second by **Grigg,** the Conservation Commission **VOTED** unanimously to issue a Negative Determination, checking off Box 3, for RDA 2018-13: Georgetown Road Guardrail, Boxford DPW, under the Act and the Bylaw.

* **NOI 114-1266: 48 Boren Lane, 25-03-30, Masterson**

**Supporting docs:**

* + **Public Hearing Notice:** *Notice of Intent by Applicant: Jeffrey & Traci Masterson for the property located at: 48 Boren Lane, Map 25, Block 03, Lot 30 to install an in-the-ground pool, fence, and minor grading with a patio within 100-feet to a Bordering Vegetated Wetland.*
	+ **Notice of Intent Packet:**
		- **WPA Form 3-Notice of Intent**
		- **NOI Wetland Fee Transmittal Form**
		- **Project Description**
		- **Abutter Information**
		- **Assessor’s Map**
		- **USGS Map**

The Director read aloud the legal notice and collected proof of abutter notifications. Patrick Seekamp, Seekamp Environmental Consulting, met with the Conservation Commission with a Notice of Intent to install an in-the-ground pool, fence, and minor grading with a patio within 100-feet to a Bordering Vegetated Wetland. Seekamp provided photos and plans for the Commissioners to view as he made his presentation. After a brief discussion, the Chair decided they would need to make a site visit. Seekamp advised there is a project also going on outside the buffer zone for a 3-car garage. The Commissioners scheduled the site walk for Tuesday, October 9th, at 5:30PM. The applicant requested to continue the hearing to October 18th, and the Conservation Commission took the following action:

At the request of the applicant and on a **MOTION** made by **Mitsch,** second by **Grigg,** the Conservation Commission **VOTED** unanimously to continue the hearing for NOI 114-1266: 48 Boren Lane, 25-03-30, Masterson, to Thursday, October 18th under the Act and the Bylaw.

* **Continued NOI 114-1265: 104 High Ridge Road, 24-4-9.28, Cook**

**Supporting docs:**

* **Public Hearing Notice:** to construct a fence and flagstone walkway within the 100’ Buffer Zone to Bordering Vegetated Wetlands. Also proposed is reconstruction of a 40 square foot dock on Four Mile Pond.
* **Permit Site Plan:** Prepared for Daniel F. Cook, prepared by Hancock Associates, stamped by Vaclav Talacko, dated 8/15/18
* **Notice of Intent Packet:**
* **WPA Form 3-Notice of Intent**
* **NOI Wetland Fee Transmittal Form**
* **Project Description**
* **Abutter Information**
* **Assessor’s Map**
* **USGS Map**

Kyle Lally, Wetlands Scientist with Hancock Associates, met with the Conservation Commission with revised plans for the project at 104 Highridge Road.

On a **MOTION** made by **Mitsch,** second by **Lummus,** the Conservation Commission **VOTED** unanimously to accept the revised drawings from Hancock, waiving the 7-day submission requirement.

Lally provided details on the changes made to the plans since the last meeting. After a brief discussion, and with no further comments or questions, the applicant requested to close the hearing.

At the request of the applicant and on a **MOTION** made by **Mitsch,** second by **Lummus,** the Conservation Commission **VOTED** unanimously to close the hearing for NOI 114-1265, 104 High Ridge Road, 24-4-9.28, Cook, under the Act and the Bylaw.

* **Amendment OOC 114-1250: 47 Depot Road, 29-3-9.1, Tremblay**

**Supporting docs:**

* + **Public Hearing Notice:** *Amendment to the Order of Conditions for DEP File # 114-1250 by applicant: Ernest, Jr. and Louanne Tremblay for the property located at: 47 Depot Road; Map 29, Block 3, Lot 9.1 to amend the approved plan to allow for the re-drilling of the existing well or, if necessary, the drilling of a new well and extension of the existing water line to the new well.*
	+ **Letter from The Morin-Cameron Group:** *To Conservation Commission, Re: 47 Depot Road, DEP File #114-1250, Owner/Applicant: Ernest Jr. & Louanne Tremblay*
	+ **Site Plan:** *Prepared for Ernest Jr. & Louanne Tremblay, prepared by The Morin-Cameron Group, Proposed Addition 47 Depot Road, stamped by John M. Morin, dated 10/4/17, revised 10/28/17, revised 9/18/18*

The Director read aloud the legal notice of public hearing and collected proof of abutter notifications. John Morin of The Morin-Cameron Group, met with the Conservation Commission with an Amended Order of Conditions to allow for the re-drilling of the existing well or, if necessary, the drilling of a new well and extension of the existing water line to the new well. Morin provided drawings and photos for the Commissioners to view as he made his presentation. After a brief discussion and with no further comments or questions, the applicant requested to close the hearing, and the Commission took the following action:

At the request of the applicant and on a **MOTION** made by **Mitsch,** second by **Lummus,** the Conservation Commission **VOTED** unanimously to close the hearing for Amendment OOC 114-1250, 47 Depot Road, 29-3-9.1, Tremblay, under the Act and the Bylaw.

* **Violation: Webert Caron, 20 Killam Hill Road, Removal of Vegetation and Grading in Buffer Zone**

The Director advised that Webert Caron is the new owner of 20 Killam Hill Road. The Director reported that he happened to be driving by and noticed work going on, vegetation removal, earth grading, etc. He spoke with the homeowner, adding that since that time, the site has been seeded and is now 70%-80% stabilized. The Director provided photos for the Commissioners to view, as he described the work that was done to the property. A discussion ensued and there was a question on the wetland boundary. The Director advised Mr. Caron to engage the assistance of a Wetlands Scientist to delineate the wetland. He was also directed to file a Notice of Intent and to contact the Director for assistance, or if he has any questions.

**8:43 PM** **Amended Order of Conditions, 114-1250:** The Commissioners voted to amend the Order of Conditions for file 114-1250, heard earlier in the meeting, and took the following action:

On a **MOTION** made by **Grigg,** second by **Lummus**, the Conservation Commission **VOTED** unanimously to amend the Order of Conditions for file #114-1250, 47 Depot Road, 29-3-9.1, Tremblay, under the Act and the Bylaw.

**8:45 PM OTHER BUSINESS**

* **Administrative Tree Removal Permits:** The Director provided the Commissioners with information on the following and requested that they ratify the administrative tree removal permits:
	+ **File 2018-7, 35 King Richard:** One 18” red oak tree leaning toward the house at 35 King Richard, and, across the street, 2 red maple trees to be trimmed on an administrative order.
	+ **File 2018-8: 35 King George:** One red maple, 60 feet from the wetland, to be removed on an administrative order.

On a **MOTION** made by **Grigg,** second by **Mitsch,** the Conservation Commission **VOTED** unanimously to ratify the Administrative Tree Removal Permit issued for 35 King Richard, 2 red maple trees to be trimmed and one 18” red oak tree to be removed, as documented in file #2018-7.

On a **MOTION** made by **Lummus,** second by **Grigg,** the Conservation Commission **VOTED** unanimously to ratify the Administrative Tree Removal Permit issued for 35 King George for the removal of a red maple, 70 feet from the wetland, file #2018-8.

* **Minutes Review/Approval:** After a brief discussion on the number of outstanding minutes from several years prior to 2018, the Conservation Commission took the following action:

On a **MOTION** made by **Grigg,** second by **Lummus,** the Conservation Commission **VOTED** unanimously to approve all outstanding minutes prior to 2018, as submitted.

**8:55 PM ADJOURN**

With no further business, on a **MOTION** made by **Grigg,** second by **Mitsch,** the Conservation Commission **VOTED** unanimously to adjourn at 8:55PM.

Respectfully submitted,



Judith A. Stickney

Minutes Secretary