**Minutes of the BOXFORD CONSERVATION COMMISSION**

**TOWN HALL MEETING ROOM #1**

**February 1, 2018 7:30 PM**

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

*Absent: Alan Fowler, Lana Spillman*

*Others Present: Conservation Director Ross Povenmire, Minutes Secretary Judi Stickney, Nancy Merrill, Rich Tomczyk, Lyle Graham, Jonathan Graham*

**Meeting Called to Order:**

With a quorum present, Chairman Peter Delaney called the meeting to order at 7:36PM.

**7:36 PM PUBLIC HEARINGS AND SCHEDULED DISCUSSION ITEMS**

* **RDA 2018-1: Boxford Common, BTA/BOLT:** Rich Tomczyk, Depot Road, Boxford, BTA/BOLT, appeared before the Conservation Commission with a Request for Determination of Applicability to clean up and complete a trail through Boxford Common. Tomczyk provided a trail map for the Commissioners to view as he made his brief presentation. Tomczyk noted that all of the work would be done by hand, adding that many portions of the trail are in the buffer zone.

On a **MOTION** made by **Mitsch,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to close the hearing for RDA 2018-1, Boxford Common, BTA/BOLT Trail. **Grigg abstained.**

On a **MOTION** made by **Mitsch,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to issue a negative determination, checking off box 3, under the Act and the Bylaw. **Grigg abstained.**

* **COC 114-243: 4 Mortimer Road, 27-1-14, Graham:** The Director advised this was a COC request for an Order of Conditions issued in 1988. At the time, the plan included was basically a rectangle drawn on a simple sketch, like a plot plan, with no dimensions included. He provided a photo for the Commissioners to view, noting that the deck was not on the plan. Lyle Graham, owner of the property, and his son, Jonathan, met with the Conservation Commission and advised that he bought the house in 2012, completely renovated the interior, but left the exterior as is. His son is buying the home, but they need the Certificate of Compliance to complete the sale. Graham provided a plan of what existed in 1988, drawn by John Morin, for the Commissioners to view. There was a lengthy discussion on what could be done to accommodate the Grahams. The Commissioners requested that the Grahams file for a Request for Determination of Applicability and provide a stamped as-built plan for the property that could be attached to the RDA. Graham expressed his dissatisfaction with the process, noting that the issues were not picked up by attorneys, realtors, title search, etc. It was suggested that the Grahams contact their title insurance people and file a claim. There was additional discussion on how to rectify the issues properly, so this does not happen again in the future, if the property is sold. The applicant requested to continue the hearing to March 1.

On a **MOTION** made by **Mitsch,** second by **Smallman,** the Conservation Commission **VOTED** unanimously to continue the hearing to March 1, under the Act and the Bylaw.

* **Discussion: Request for Grant Support for Hemlock Junction Tool Shed:** Rich Tomczyk, BTA/BOLT, met with the Conservation Commission to request a letter of support for their grant application to defray the $33,000 cost of a tool shed and tools for Hemlock Junction, adding that they need the letter by February 15. He also requested that the Conservation Commission support their request for additional funding of $2,000 from the Community Preservation Act Committee.

On a **MOTION** made by **Smallman,** second by **Di Luna,** the Conservation Commission **VOTED** to send a letter of support for the grant, as requested. **Grigg abstained.**

On a **MOTION** made by **Smallman,** second by **Mitsch,** the Conservation Commission **VOTED** to approve the request of $2,000, $1,000 from the Conservation Fund and $1,000 from the Community Preservation Act Committee Fund. **Grigg abstained.**

**8:34 PM PENDING ACTION ITEMS:**

* **Minutes Review/Approval:** After a brief discussion on available minutes, the Commission took the following action:

On a **MOTION** made by **Grigg,** second by **Mitsch,** the Conservation Commission **VOTED** unanimously to approve the minutes of January 18, 2018, as amended.

**8:35 PM OTHER BUSINESS**

* **Recent Task Force Meeting Update:** The Director provided the Commissioners with a brief review of the recent Municipal Facility Task Force Community Forum held on Saturday.
* **Site Walk on February 10:** **Wildcat:** The Director shared his concern about parking for the site walk, noting there is a lot of interest in others joining the site walk. A brief discussion ensued with suggestions on where to park – the boat ramp, the beach lot, and some of the turn-offs. It was suggested that Commissioners carpool.

**8:43 PM ADJOURN**

With no further business, on a **MOTION** made by **Grigg**, second by **Mitsch,** the Conservation Commission **VOTED** unanimously to adjourn at 8:43 PM.

Respectfully Submitted,

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*Judith A. Stickney*

*Minutes Secretary*