**Minutes of the BOXFORD CONSERVATION COMMISSION**

**TOWN HALL MEETING ROOM #1**

**February 16, 2017 7:30PM**

*Present: Peter Delaney, Lana Spillman, Natasha Grigg, Paris Beckett, Alan Fowler (7:38PM)*

*Absent: Mark Mitsch, Frank Di Luna*

*Others Present: Conservation Director Ross Povenmire, Minutes Sec’y Judi Stickney, John Dold, Jack O’Connor*

**Meeting Called to Order:**

With a quorum present, Chair Peter Delaney called the meeting to order at 7:33PM.

**7:33PM PUBLIC HEARINGS**

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

John Dold, DPW Superintendent/Town Engineer, met with the Conservation Commission to go over the estimates he prepared for the culvert project, noting that the DEP approved the arch culvert over the box culvert and they will be putting in the arch culvert. The Chair advised Dold that DEP sent their comments regarding rip-rap and erosion control fabric, and Dold confirmed that their requests would not be a problem to implement. After a very brief discussion, Dold requested to close the hearing.

On a **MOTION** made by **Grigg,** second by **Beckett,** the Conservation Commission **VOTED** unanimously to close the hearing for file #114-1241, under the Act and the Bylaw.

On a **MOTION** made by **Spillman,** second by **Grigg,** the Conservation Commission **VOTED** unanimously to execute and issue separate Orders of Conditions, under the Act, and under the Bylaw, for file #114-1241, 17-20 Highland Road.

* **Eagle Scout Project Presentation:** Jack O’Connor, Troop 81, Topsfield, met with the Conservation Commission to present his Eagle Scout project. He has been using the Bald Hill trails for years, biking and running the trails. He noted that the current kiosk is breaking down and needs repair, and presents a safety concern, with no accessible maps. He is proposing to build a new kiosk, with a supply of maps and trail information, at a total cost of $1,800.00. He provided the Commission with photos and drawings of his proposed project. The Commission’s suggestions included using Lexan, rather than plexiglass and providing GPS coordinates on the maps.

On a **MOTION** made by **Grigg,** second by **Beckett,** the Conservation Commission **VOTED** unanimously to authorize the expenditure of $1,330.00 to Jack O’Connor to construct the kiosk at Bald Hill.

**7:56PM ROUTINES**

* **Minutes Review/Approval:** After a brief discussion:

On a **MOTION** made by **Spillman,** second by **Beckett,** the Conservation Commission **VOTED** unanimously to approve the minutes of October 20, 2016, December 15, 2016, January 19, 2017, and February 2, 2017, as amended.

**7:57 PM PENDING ACTION ITEMS**

* **ORAD 114-1235: Willow Road and Pine Plain Road, 6-2-2.2, Price Family**

**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
* **Letter from Greg Hochmuth, Williams & Sparages, to Conservation Commission,** Re: Abbreviated Notice of Resource Area Delineation – Peer Review, 12/30/16
* **Letter from Joseph Orzell, Wetlands Preservation, to Conservation Commission,** Re: Bylaw Fee Calculation, 10/27/16

After a brief discussion, the Commission took the following action:

On a **MOTION** made by **Spillman,** second by **Beckett,** the Conservation Commission **VOTED** unanimously to issue ORAD 114-1235, Willow Road and Pine Plain Road, as drafted, under the Act and the Bylaw.

**8:00PM OTHER BUSINESS**

* **Rail Trail Access Point, Kelsey Road:** Commissioner Natasha Grigg presented to the Conservation Commission a proposal for approval of a Rail Trail access point, and for the Conservation Commission to consider financing the work needed to provide an accessible juncture of three major trails, with steps, wetland crossings, and bicycle/walker ramps. She provided the Commission with plans and photos to view as she made her brief presentation. Chair Delaney requested that Grigg get estimates for the survey work, noting that the fees for the NOI would be waived for conservation land work. A brief discussion ensued and Grigg advised she is not prepared with estimates at this time, but wanted the Conservation Commission to be aware of the proposal to work on the trail.

**8:25PM ADJOURN**

On a **MOTION** made by **Grigg**, second by **Beckett**, the Conservation Commission **VOTED** unanimously to adjourn at 8:25PM.

Respectfully Submitted,

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*Judith A. Stickney*

*Minutes Secretary*