

***Topsfield Conservation Commission***  
***Minutes of Wednesday, February 26, 2014***  
Topsfield Library Meeting Room

**Present:** Jennie Merrill, Chairperson; Cheryl Jolley, Vice Chairperson; Holger Luther; Jim MacDougall; Jim Carroll; Lana Spillman, Administrator; and MaryAnn Tuxbury, Minutes Secretary.

**Absent:** None

**Other Attendees:** Greg St. Louis, Beals & Associates; Bill Stewart; and Dick Gandt, Board of Selectmen.

The meeting was called to Order at 7:00 p.m.

**HEARING:**

**NoI 307 -0712: 11 Kinsman Lane, (Map 31, Lot 079), Murley**

There was no one present to represent the applicant for this public hearing. Jolley read the legal notice aloud. The NoI is to fill an in-ground pool and restore the area where it is located back to a lawn and native plants.

Spillman informed the Commission that there is a certified vernal pool on the property, and that the applicant is still waiting to hear back from NHESP. Notice was sent to the NHESP on February 8, 2014, and a response is required within 30 days. Spillman stated that it would be best to continue this hearing to allow time for a response from the NHESP.

A motion was made and seconded (Luther/Jolley) to continue this public hearing to the March 12, 2014 meeting in order to allow time for a response from the NHESP. So voted unanimously.

**REQUEST:**

**CoC Act #307-0507: 120 High Street/Hickory Beech Subdivision, (Map 49, Lot 056), Meeting Way Corporation/Beals Associates, Inc.; and**

**CoC Bylaw #307-0507: 120 High Street/Hickory Beech Subdivision, (Map 49, Lot 056), Meeting Way Corporation/Beals Associates, Inc.**

Greg St. Louis, from Beals Associates, was present and represented the applicant. St. Louis stated that he had recently filed with the PB for street acceptance, and that they are requesting CoCs from the TCC for the roadway. He reviewed the items that are remaining to be done, and he stated that he would like to have a site visit with the TCC.

Luther explained that the TCC cannot issue a CoC until all of the work is completed, and he is not sure an Eagle Scout can get in there and do the foot bridge before May. The Commission concluded that since the footbridge would be on the Open Space parcel and is not mentioned in the Orders, completion of that work is not necessary for issuance of the CoCs.

Spillman commented that she had spoken to Roberta Knight about the peer review; the contract preparation is in its final stages. Luther stated that until the peer review is complete, the TCC can't do anything.

Merrill asked St. Louis when he would like to schedule a site visit. St. Louis replied sometime towards the end of March. The site visit was scheduled for the week of March 25, 2014.

A motion was made and seconded (Luther/Jolley) to continue the review under the Act and the Bylaw to April 9. So voted unanimously.  
St. Louis agreed to send ArcView as-built plans of the subdivision to MacDougall.

**OTHER:**

**Proposed ATM Warrant Article – number of Commissioners – update**

Some modifications and additions had been made by Town Counsel to the language of the proposed warrant article to reduce the number of Commission members. Drafts of the revised document had been e-mailed to each member. Merrill stated that the language in this revised document looks good.

A motion was made and seconded (Luther/Jolley) to put the wording in the revised document, as approved by counsel, on the Warrant at the Annual Town Meeting. So voted unanimously.

**Eagle Scout project – 362 Boston Street**

Luther and MacDougall discussed the activities they propose to restore the property. MacDougall has prepared a plan that will be shared for the Eagle Scout project.

**Frisbee Golf at Pye Brook Community Park**

Bill Steward discussed a proposed extension to the existing course, which may be partly on the Conservation Land under management of the TCC. MacDougall offered to review the area using GPS with Bill.

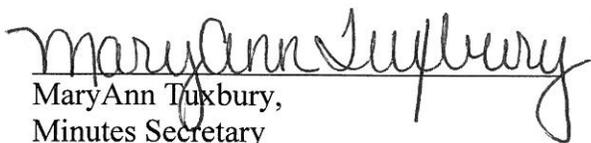
**MEETING MINUTES:**

A motion was made and seconded (Luther/Jolley) to approve the January 22, 2014 meeting minutes, as amended. So voted unanimously.

**ADJOURNMENT:**

There being no further business to come before the Commission, a motion was made and seconded (Luther/Jolley) that the meeting be adjourned. So voted unanimously.  
The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

  
MaryAnn Tuxbury,  
Minutes Secretary

*Minutes approved at the TCC meeting on March 12, 2014*

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Commission constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Commission as to the completeness or accuracy of such statements.