

**Approved: March 20, 2019**

**Distributed: April 8, 2019**

## **IPSWICH CONSERVATION COMMISSION**

### **Meeting Minutes**

**February 20, 2019**

Pursuant to a written notice posted by the Town Clerk and delivered to all Conservation Commission members, a meeting was held Wednesday, February 20, 2019 at 7:00 p.m. in Room A of the Ipswich Town Hall. Members present were Chairman Jennifer Hughes, Vice-Chair William Paulitz, Commissioners Sissy ffolliott, Brian O'Neill, Catherine Carney-Feldman, and James Stone. Also present were Agent Alicia Geilen and Recording Secretary Amy Scicchitani. Absent with prior notice was Commissioner Ray Putnam.

#### **DEFINITION INDEX:**

**ACEC** – Area of Critical Environmental Concern

**ANRAD** - Abbreviated Notice of Resource Area Delineation (WPA Form 4A)

**BOH** – Board of Health

**BVW** - Bordering Vegetated Wetland

**Bylaw** – Ipswich Wetlands Protection Bylaw (Ch. 224)

**COC** – Certificate of Compliance (Request for COC = WPA Form 8A; COC = WPA Form 8B)

**CR** – Conservation Restriction

**CZM** – MA Office of Coastal Zone Management

**DCR** - Department of Conservation and Recreation

**DEP** – MA Department of Environmental Protection

**DPW**- Ipswich Department of Public Works

**EC** – Emergency Certificate

**EO** – Enforcement Order (WPA Form 9)

**ICC** – Ipswich Conservation Commission

**LIAU** – Land in Agricultural Use

**LSCSF** – Land Subject to Coastal Storm Flowage

**LSP** – Licensed Site Professional

**NOI** – Notice of Intent (WPA Form 3)

**NBZ** – No-Build Zone, per Ipswich Wetlands Protection Bylaw

**NDZ** – No-Disturbance Zone, per Ipswich Wetlands Protection Bylaw

**O & M Plan** – Operations and Maintenance Plan: An O&M plan is an indication that a facility is in continued compliance with applicable regulations and permit conditions

**OOC** – Order of Conditions (WPA Form 5)

**ORAD** – Order of Resource Area Delineation (WPA Form 4B)

**RDA** – Request for Determination of Applicability (WPA Form 1) (*below is a list of possible outcomes for RDAs; all issued on WPA Form 2*)

**Negative #2 Determination (NDA)** – This is an approval for work in in resource areas

**Negative #3 Determination (NDA)** – This is an approval for work in in buffer zones

**Negative #5 Determination (NDA)** – This is approval for work that meets the requirements of an exception under the WPA

**Negative #6 Determination**– This is an approval for work under the Ipswich Wetland Protection Bylaw

**Positive Determination** – This is a denial requiring an NOI to be filed should the applicant wish to pursue

**RPA** - Riverfront Protection Act

**SWM** – Storm Water Management

**SPP** – Small Projects Permit

**WPA** – Massachusetts Wetlands Protection Act (310 CMR 10.00 *et seq.*)

**ZBA** – Zoning Board of Appeals

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**Citizen's Queries:** *None.*

**Matters Being Continued to FUTURE Sessions at the Applicant's Request:**

<p><b>MATTERS:</b></p> <ul style="list-style-type: none"> <li>▪ <b>36-1362: 30 and 34 Town Farm Rd, 17 Locust Rd.</b> McAllen, 30 Town Farm Rd. LLC. NOI to construct an over-55 affordable housing (40B) development.</li> <li>▪ <b>36-1018/A:</b> 187 County Rd. Eddy. COC request.</li> <li>▪ <b>36-1105:</b> 187 County Rd. Eddy. COC request.</li> <li>▪ <b>36-1159:</b> 187 County Rd. Eddy. COC request.</li> </ul>
<p><b>DISCUSSION:</b> There was no one present for these matters.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Continue to March 20, 2019.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Commissioner Carney-Feldman to continue to March 20, 2019. The motion was seconded by Commissioner O'Neill and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b> <i>Continuance requests.</i></p>

<p><b>MATTERS:</b></p> <ul style="list-style-type: none"> <li>▪ <b>36-791: 83 Turnpike Rd.</b> United Pipe and Steel. <i>COC Request.</i></li> <li>▪ <b>36-223: 91 Turnpike Rd.</b> 89 Turnpike Realty Trust. <i>Enforcement Update.</i></li> <li>▪ <b>36-1387: 44 River Rd.</b> Aiello. NOI to replace existing masonry wall.</li> </ul>
<p><b>DISCUSSION:</b> There was no one present for these matters.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Continue to April 3, 2019.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Commissioner ffolliott to continue to April 3, 2019. The motion was seconded by Commissioner Stone and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b> <i>Continuance request.</i></p>

<p><b>MATTER:</b> <b>36-1384: William and Cynthia Clapp, for work at 86 North Ridge Rd.</b> NOI to repair toe of coastal bank.</p>
<p><b>DISCUSSION:</b> There was no one present for this matter.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Continue to April 17, 2019.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Vice-Chair Paulitz to continue to April 17, 2019. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b> <i>Continuance request.</i></p>

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<b>MATTER: 36-1385: Labor in Vain Rd. Right of Way at Labor in Vain Creek Bridge.</b> Ipswich Department of Public Works. NOI to repair town road and shoulders.
<b>DISCUSSION:</b> There was no one present for this matter.
<b>RECOMMENDATION OF AGENT:</b> <i>Continue to May 1, 2019.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Vice-Chair Paulitz to continue to May 1, 2019. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>Continuance request.</i>

**Courtesy Position for Town Projects:**

<b>MATTER: 36-1399: 290-310 Argilla Rd. Right of Way.</b> Ipswich Department of Public Works. Abbreviated Notice of Resource Area Delineation request to confirm wetland delineation. <i>Continued from February 6, 2019</i>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen noted that DEP File number has been received. Agent Geilen recommends an ORAD for accurate delineation for salt marsh and coastal blank.
<b>RECOMMENDATION OF AGENT:</b> <i>Approve ORAD for accurate delineation.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Vice-Chair Paulitz to approve ORAD for accurate delineation. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

<b>MATTER: 36-719: 17 Linebrook Rd.</b> Ipswich Recreation Department. Certificate of Compliance for work not done.
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen noted that this was an old OOC that expired, with no work done. Agent Geilen recommended the Commission to approve COC for an invalid OOC.
<b>RECOMMENDATION OF AGENT:</b> <i>Approve COC for invalid OOC.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner ffollott to approve the COC for invalid OOC. The motion was seconded by Commissioner O'Neill and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>WPA Form 8A-Request for Certificate of Compliance, NOI dated Oct. 24, 2000; memo requesting COC from Kerrie Bates.</i>

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<p><b>MATTER: 36-1392: 17 Linebrook Rd.</b> Ipswich Recreation Department. Notice of Intent to construct a concrete skateboard park in a previously disturbed location. <i>Continued from February 6, 2019.</i></p>
<p><b>DISCUSSION:</b> Present was Larry Graham, H.L. Graham Associates, Kerrie Bates, Director of Ipswich Recreation and Culture, and Barbara Monahan, Public Arts Committee. Ms. Bates shared the history of skateboard park, highlighting how the project meets the needs of the youth in Ipswich. The abandoned playground area met the needs for this park. Dan Bates, architect/designer for this park, discussed the three-phase plan. Discussion: planting plan, depth to water table, the grading of park, shrubs on edge of pocket wetland, infiltration trench cover). A final planting plan will be approved by Agent Geilen during the pre-construction phase (add as a special condition).</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Continue to March 6, 2019.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Commissioner Carney-Feldman to continue to March 6, 2019. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>Agent Geilen to add a special condition in the OOC requiring submittal of a revised planting plan prior to construction, for review and approval by the Agent.</i></p>
<p><b>DOCUMENT LIST:</b>  <i>ICC meeting minutes Oct. 7, 2009; DEP 36-638 Record of Conditions Plan prepared by Meridian Assoc.; DEP 36-676 proposed plan prepared by Graham Assoc.; DEP 36-678 plan prepared by Meridian Assoc.; DEP 36-719 Approved plan; DEP 36-1392 Order of Conditions; stream status packet; plant index; pocket wetlands planting schedule; wetland mosaic; watersheds; site plan entitled "Drainage Plan" dated Nov. 28, 2018 prepared by Graham Assoc.; supplemental info dated Feb. 13, 2019 prepared by Graham Assoc.</i></p>

**Small Project Permits**

<p><b>MATTER: 12 Bowdoin. Gale.</b> SPP to move existing fence to conform to property line.</p>
<p><b>DISCUSSION:</b> Present was Ms. Elaine Gale, homeowner. Ms. Gale stated that this request is to move existing fence, which was placed parallel to house in 1982. Ms. Gale became aware that the fence is not completely on her property, and needs to correct this. The fence is white cedar and she wishes to reuse the fence. Discussion: soil from holes, there should be no piles or remaining soil.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Approve SPP with post construction.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Vice-Chair Paulitz to approve the SPP. The motion was seconded by Commissioner ffolliott and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b>  <i>Mandatory Pre-filing Checklist, Small Project Permit Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Locus Map, Plan entitled "Sketch Plan for Fence dated Feb. 14, 2019.</i></p>

**Requests for Determination of Applicability:**

<p><b>MATTER: 51 Linebrook Rd. Lesko.</b> RDA to construct a desk. <i>New</i></p>
<p><b>DISCUSSION:</b> No one was present for this matter. Agent Geilen noted that there is an old OOC (036-0823) that needs to be closed out.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Continue to March 20, 2019.</i></p>

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<p><b>MOTION:</b></p> <p>◆ A motion was made by Commissioner ffolliott to continue to March 20, 2019. The motion was seconded by Commissioner O’Neill and passed unanimously.</p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ Agent Geilen to email owner of the need to file for a COC.</p>
<p><b>DOCUMENT LIST:</b></p> <p>No new documents submitted.</p>

**Requests for Certificates of Compliance:**

<p><b>MATTER: 36-1330: 31-33 Greens Point Rd.</b> Greens Point Investment Trust. <i>New</i></p>
<p><b>DISCUSSION:</b> Present was Larry Graham, H.L. Graham Associates. This is a request for COC for Lot 8A COC for a new well and a septic repair. There is a separate OOC for lot 8B, which was for a building expansion (COC needed for that one too). The well has been installed and the work completed, the septic has not. Mr. Graham noted that an NOI was filed to raze and rebuild the home, including a tight tank, which will be heard at the next meeting. Discussion: COC should specify that the well was complete but the septic was not. Chair Hughes asked about the delineation, which Agent Geilen noted is still valid</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Issue full and final COC.</i></p>
<p><b>MOTION:</b></p> <p>◆ A motion was made by Commissioner Paulitz to issue a full and final COC. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b></p> <p><i>WPA Form 8A-Request for Certificate of Compliance, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, As-Built plan entitled “As Built” dated Feb. 6 2019, prepared by Graham Assoc., Letter of Substantial Compliance dated Feb. 6 2019, prepared by Graham Assoc.; Plan entitled “Subsurface Disposal System” Rev 4 prepared by Graham Assoc.</i></p>

<p><b>MATTER: 36-1188: 100 Labor in Vain Rd.</b> Tucker. <i>Continued from February 6, 2019.</i></p>
<p><b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen recommended that the COC request be approved.</p>
<p><b>RECOMMENDATION OF AGENT:</b> <i>Approve COC request.</i></p>
<p><b>MOTION:</b></p> <p>◆ A motion was made by Commissioner ffolliott to issue a full and final COC. The motion was seconded by Commissioner O’Neill and passed unanimously.</p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>None.</i></p>
<p><b>DOCUMENT LIST:</b></p> <p><i>No new documents submitted.</i></p>

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**Ongoing Notice of Intent (NOI), Minor Modifications and Formal Amendments:**

<b>MATTER: 36-1188: 100 Labor In Vain Rd. Tucker.</b>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen recommended that the minor modification request be approved.
<b>RECOMMENDATION OF AGENT:</b> <i>Approve after-the-fact minor modification.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner O’Neill to approve the after-the-fact minor modification. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>Request for Minor Modification Letter dated Feb. 11, 2019, prepared by Stephen Tucker, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan of proposed site plan changes entitled “As Built” prepared by Donohoe Survey dated January 24, 2019, Ipswich Conservation Commission – Minor Modification Filing Procedure.</i>
<b>MATTER: 36-1398: 8-18 Hayward St. Trupiano.</b> NOI for commercial/industrial building sewer replacement. <i>Continued from February 6, 2019.</i>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen distributed OOC and special conditions. She noted that she had forgotten to add a special condition for “no snow storage” signage is needed. She will revise the Special Conditions accordingly.
<b>RECOMMENDATION OF AGENT:</b> <i>Approve waivers, close public hearing, and issue a positive OOC.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Vice-Chair Paulitz to approve the request of waivers. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p> <p align="center">◆ <b>A motion was made by Commissioner Carney-Feldman to close the public hearing and issue positive OOC as drafted / amended. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>Revise the special conditions to require “no snow storage” signage.</i></p>
<b>DOCUMENT LIST:</b> <i>Order of conditions; special conditions.</i>
<b>MATTER: 36-1397: 10 Bowdoin Rd. Halloran.</b> NOI to raze and rebuild single family home. <i>Continued from February 6, 2019.</i>
<b>DISCUSSION:</b> Present was Mike DeRosa, DeRosa Environmental. Mr. DeRosa noted that the Halloran’s would like to continue to March 20, 2019.
<b>RECOMMENDATION OF AGENT:</b> <i>Continue to March 20, 2019.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner Carney-Feldman to continue to March 20, 2019. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

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<b>MATTER: 36-1396: 10 Bowdoin Rd.</b> Halloran. NOI for coastal bank restoration plan and stairways on coastal bank to beach. <i>Continued from February 6, 2019.</i>
<b>DISCUSSION:</b> Present was Mike DeRosa, DeRosa Environmental. Mr. DeRosa noted that the Halloran's would like to continue this matter to March 20, 2019.
<b>RECOMMENDATION OF AGENT:</b> <i>Continue to March 20, 2019.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner Carney-Feldman to continue to March 20, 2019. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>None.</i></p>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

**Enforcement Matters:**

<b>MATTER: 29 Labor in Vain Rd.</b> Enforcement Update. <i>Continued from February 6, 2019.</i>
<b>DISCUSSION:</b> Present was Mike DeRosa, DeRosa Environmental, and Mr. Brehon Griswold, owner. Mr. DeRosa discussed the EO for cutting, which occurred within jurisdictional areas. Mr. DeRosa noted that although cutting occurred, there was no disturbed soil. Discussion: cut an 18-inch red oak and apple tree among others; trees were cut, stumps were not ground. Mr. Griswold asked Atlantic Tree to clean up area, and they cut trees. Mr. DeRosa noted that resource areas had not been delineated. For the restoration plan, Mr. DeRosa is proposing red maple and river birch along the edges. Discussion: disturbance in ACEC, need all resource areas delineated, including ACEC, salt marsh, 100-year flood plan.
<b>RECOMMENDATION OF AGENT:</b> <i>Continue to June 5, 2019.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner ffollott to continue to June 5, 2019. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>Agent to send a letter to Atlantic Tree about work in ICC jurisdiction. Agent Geilen to set up a site visit for the end of May 2019.</i></p>
<b>DOCUMENT LIST:</b> <i>Restoration Plan prepared by DeRosa Env. Dated Jan. 25, 2019.</i>

<b>MATTER: 36-1197: 30 Mitchell Rd/1 Brady Ln.</b> D&M Realty Trust. Enforcement Update. <i>Continued from January 16, 2019.</i>
<b>DISCUSSION:</b> Present was Larry Graham, H.L. Graham Associates. Mr. Graham submitted a progress print, which does not include catch basins and manholes, because the area is covered with boats being stored. The COC will be submitted in Spring 2019. Discussion: storage of boats/motors and how to handle zoning on this site, Mr. Graham stated boats/motors have been stored/removed, drainage quality is present along with quantity control. Agent Geilen will reach out to new town building inspector for zoning requirements. Conservation Commission will want to see proof of maintenance of the storm water system. Chairman Hughes asked about NDZ monumentation. Vice-Chair Paulitz asked about the approved plan and as-built plan.
<b>RECOMMENDATION OF AGENT:</b> <i>Continue to June 19, 2019.</i>
<b>MOTION:</b> <p align="center">◆ <b>A motion was made by Commissioner ffollott to continue to June 19, 2019. The motion was seconded by Commissioner O'Neill and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p align="center">❖ <i>Agent Geilen to reach out to building inspector on zoning requirements for boats in an industrial zone.</i></p>
<b>DOCUMENT LIST:</b> <i>Plan prepared by H. L. Graham Associates, dated February 6, 2019, entitled "Progress Print".</i>

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<b>MATTER:</b> 60 Candlewood Drive. Donovan/Picone. Enforcement Update.
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen stated that DEP has not acted on the request for a superseding DA. She also noted that the EO is still active. She said that the owner of 60 Candlewood is in the process of trying to sell the property. She will let prospective buyers know that they would be responsible for a restoration, if Mr. Donovan does not comply with the EO.
<b>RECOMMENDATION OF AGENT:</b> <i>None.</i>
<b>MOTION:</b> <i>None.</i>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None.</i>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

**Other Business:**

<b>MATTER: Emergency Certification Confirmation:</b> DPW at Labor in Vain Road Bridge.
<b>DISCUSSION:</b> There was no one present for this matter. Chairman Hughes noted that the situation is defiantly a hazard, and barriers should be installed. Agent Geilen had received an email from Chief of Police confirming that it is a safety emergency.
<b>RECOMMENDATION OF AGENT:</b> <i>Confirm emergency certificate.</i>
<b>MOTION:</b> ♦ <b>A motion was made by Commissioner ffolliott to confirm the emergency certificate. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</b>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <i>None.</i>
<b>DOCUMENT LIST:</b> <i>Request for an Emergency Certificate in email dated Feb. 15, 2019.</i>

<b>MATTER: 36-728: 251 Topsfield Rd.</b> Turner Hill Sub Committee assignments (water quality, vernal pools)
<b>DISCUSSION:</b> There was no one present for this matter. The Vernal Pool sub-committee will consist of Chairman Hughes and Commissioner ffolliott, meeting on April 1, 2019. The Water Quality Committee will consist of Vice-Chair Paulitz and Commissioner Putnam, meeting on March 25, 2019. Agent Geilen is compiling the original documentation and will send out a list of all documentation available. The sub-committee members need sufficient time to review documentation. Consultant for Turner Hill, Curt Young, will be on each committee. Discussion: Committees should meet prior to April 2, 2019.
<b>RECOMMENDATION OF AGENT:</b> <i>None.</i>
<b>MOTION:</b> <i>None.</i>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None.</i>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

<b>MATTER:</b> Possible Regulation Change: Small Project Permit approval (allowing Agent Geilen approval of SPPs; expand replacement in kind, other minor edits)
<b>DISCUSSION:</b> Agent Geilen noted that there are some regulation changes she felt were needed, such as allowing her to approve SPP's. Agent Geilen will publish a legal notice in local newspaper to further discuss what is being proposed. Chairman Hughes noted this is jurisdictional under town bylaws. Discussion: additional discussions TBD between Vice-Chair Paulitz and Chairman Hughes. Agent Geilen will follow up with an email to



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Conservation Commission members.
<b>RECOMMENDATION OF AGENT:</b> <i>None.</i>
<b>MOTION:</b> ♦ <i>None.</i>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None.</i>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

**Adjourn and Document Signage:** *None.*

**Approval of Minutes:** *None.*

**Document Signage: (No Vote Required)**

- *None.*

**Adjournment:**

♦ A motion was made by Commissioner ffolliott to adjourn at 8:30 p.m. The motion was seconded by Commissioner O'Neill and passed unanimously.

Respectfully submitted,



Amy Scicchitani  
 Recording Secretary

**These minutes are the summary of a taped or video-recorded meeting and of secretarial notes. As such, the Ipswich Conservation Commission reserves the right to supplement these minutes with tapes and vice versa, to reflect the proceedings. The Ipswich Conservation Commission does not guarantee the quality of the tapes or video-recording, nor does it exclusively rely upon them.**