

**Approved: September 7, 2016**  
**Distributed: September 8, 2016**

**IPSWICH CONSERVATION COMMISSION**  
**Meeting Minutes**  
**July 6, 2016**

Pursuant to a written notice posted by the Town Clerk and delivered to all Conservation Commission members, a meeting was held Wednesday, July 6, 2016 at 7:00 p.m. in Room A of the Ipswich Town Hall. Members present were Acting Chairman Sissy ffolliott, Acting Vice-Chair David Standley, Commissioners Brian O’Neill and Catherine Carney-Feldman. Also present was Agent Alicia Geilen and Recording Secretary Cathy Miaskiewicz. Absent with prior notice was Michele Hunton and Jennifer Hughes.

**DEFINITION INDEX:**

**BVW** - Bordering Vegetative Wetland

**COC** – Certificate of Compliance

**CR** – Conservation Restriction

**CZM** - Coastal Zone Management

**DCR** - Department of Conservation and Recreation

**DEP** - Department of Environmental Protection

**EO** – Enforcement Order

**ICC** – Ipswich Conservation Commission

**IRWA** – Ipswich River Watershed Association

**LIAU** – Land in Agricultural Use

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

**LSP** – Licensed Site Professional

**NOI** – Notice of Intent

**NDZ** – No-Disturbance Zone

**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

**ORAD** – Order of Resource Area Delineation

**RDAs** – Request for Determination of Applicability (*below is a list of possible outcomes for RDAs*)

**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

**TEC** – Temporary Erosion Controls

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

**Citizen's Queries:**

None

**Ongoing Matters Being Continued to FUTURE Sessions:**

<b>MATTER: Keolis Commuter Services</b> for work shown on <b>Tax Maps 6, 13, 21, 30B, 30D, 41B, 41D, 53B, 53D, 62B, 62 and 67 Lots N/A, (no lot #'s for rail line)</b> for a <b>REQUEST FOR DETERMINATION OF APPLICABILITY</b> for confirmation of wetland locations as part of a routine 5 year vegetation management control plan within jurisdictional areas. <i>Request to continue to 7/20/16.</i>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen stated that this matter was inadvertently left off the agenda and that the applicant consented to a continuation to July 20, 2016.
<b>RECOMMENDATION OF AGENT:</b> <i>None</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Acting Vice-Chair Standley to continue to July 20, 2016. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <ul style="list-style-type: none"> <li>❖ <i>None</i></li> </ul>
<b>DOCUMENT LIST:</b> <i>None</i>

**Requests for Certificates of Compliance:**

<b>MATTER: 36-1278; 3 Stage Hill Road.</b> Robert Macklin. <i>New request for COC.</i>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen stated that all was in accordance with the approved plans, but that the grass was only in about 60%.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to August 17, 2016 to allow grass time to grow.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner O'Neill to continue to August 17, 2016. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <ul style="list-style-type: none"> <li>❖ <i>None</i></li> </ul>
<b>DOCUMENT LIST:</b> <i>No new documents submitted</i>

<b>MATTER: 36-448, Union Street.</b> EBSCO Publishing. <i>New request for COC.</i>
<b>DISCUSSION:</b> Present was Peter Pommersheim of Meridian Associates. Agent Geilen stated that this matter was for a project that never occurred.

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<p><b>RECOMMENDATION OF AGENT:</b>  <i>To issue a full and final COC for an invalid OOC.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Acting Vice-Chair Standley to issue a full and final COC for invalid OOC. 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>COC request, Plan entitled "Permit Site Plan of Land" dated 10/27/97, prepared by Meridian Associates, Inc. and letter of substantial compliance dated 6/8/16, and prepared by Meridian Associates, Inc., OOC 36-448.</i></p>
<p><b>MATTER: 36-453: 10-12 Estes Street. EBSCO Publishing. New request for COC.</b></p>
<p><b>DISCUSSION:</b> Present was Peter Pommersheim of Meridian Associates on behalf of EBSCO Publishing. Mr. Pommersheim discussed a drawing shown to the Commission of the catch basins and drain lines. Request for waiver of engineer plans was made. Mr. Pommersheim can get a hold of the records needed and submit them at the next meeting. He stated there was an annual maintenance contract. Acting Vice-Chair Standley recommended that the Commission vote to issue the COC subject to receipt of maintenance contract and record. Agent Geilen's Agent's Report stated "<i>this was primarily for drainage work, the vast majority of which was done. The only work not done was behind Dock "B" where pavement was to be removed, and the area loamed and seeded. Meridian believes that the SWM features are functioning as intended, but the OOC (Special Condition #18) requires that EBSCO submit proof of biannual cleaning of the sedimentation chambers and oil and grease traps within 30 days of said maintenance. No such notices were found in the file. A maintenance schedule was to be reviewed at the time of COC issuance.</i>"</p>
<p><b>RECOMMENDATION OF AGENT:</b>  <i>To require EBSCO to submit proof of SWM maintenance.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Commissioner Carney-Feldman to approve the request for a waiver of as-built/engineer plans. The motion was seconded by Acting Vice-Chair Standley and passed unanimously.</b></p> <p>◆ <b>A motion was made by Acting Vice-Chair Standley to issue full and final COC subsequent to receipt of SWM maintenance. The motion was seconded by Commissioner O'Neill and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <p>❖ <i>Applicant's representative to submit a copy of the maintenance contract and maintenance record for stormwater management system</i></p>
<p><b>DOCUMENT LIST:</b>  <i>COC request and letter of substantial compliance dated 6/8/16, and prepared by Meridian Associates, Inc. and Agent's Report for July 6, 2016.</i></p>

<p><b>MATTER: 36-538: 4 Union Street. EBSCO Publishing. New request for COC.</b></p>
<p><b>DISCUSSION:</b> Present was Peter Pommersheim of Meridian Associates on behalf of EBSCO Publishing. Agent Geilen's Agent's Report stated that "<i>this was for parking area and stormwater management improvements. I could not find the access port for the Downstream Defender and thought it might be covered in the bark mulch area. Meridian believes that the SWM features are functioning as intended, but the OOC (Special Condition #36) requires that evidence of maintenance be provided to the Commission. None was found in the file. Among other requirements, the Downstream Defender requires an inspection after 12 month to determine the maintenance schedule. No maintenance schedule was found in the file.</i>" Mr. Pommersheim discussed the Downstream Defender.</p>

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He stated the survey crew was able to dig and find the access port. Acting Vice-Chair Standley stated this raises the question of future maintenance. He recommended conditioning the COC to assure visibility of location of Downstream Defender. Agent Geilen was also concerned with the maintenance schedule not being in the file. Acting Vice-Chair Standley added that these things should be required before issuing the COC. Agent Geilen discussed the lack of shrubs along the river. She noted a lot of dead rhododendrons in the landscaped islands. She asked if Mr. Pommersheim could research what was supposed to be near the river and recommended replacing the dead vegetation with hearty native shrubs. [Discussion: vegetation plan/bark mulch area and planting island.] Commissioner Carney-Feldman recommended continuing until August 17, 2016. Acting Vice Chair Standley stated that this COC will not hold up other EBSCO permits.

**RECOMMENDATION OF AGENT:**

*To continue to August 17, 2016 for requirement of EBSCO to submit proof of SWM maintenance as well as maintenance schedule for the Downstream Defender.*

**MOTION:**

◆ **A motion was made by Acting Vice-Chair Standley to continue to August 17, 2016 for proof of bi-annual cleaning as required and for receipt of a SWM maintenance schedule for the Downstream Defender and a vegetation plan for bark mulch clean up. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

**ACTION ITEMS / SPECIAL INSTRUCTIONS:**

❖ *Applicant's representative to submit a copy of the maintenance record for stormwater management system.*

**DOCUMENT LIST:**

*COC request and letter of substantial compliance dated 6/8/16, and prepared by Meridian Associates, Inc. and Agent's Report for July 6, 2016.*

**MATTER: 36-932: 1 Peatfield Street.** EBSCO Publishing. *New request for COC.*

**DISCUSSION:** Present was Peter Pommersheim of Meridian Associates. Agent Geilen's Agent's Report stated that "This was for a proposed loading dock addition, parking area, utility improvements (and generator), a bio filter swale, and a subsurface infiltration system for stormwater. The biofilter swale was not on the as-built. The OOC (Special Condition #69) requires that, "The applicant shall file a comprehensive site maintenance (parking lot and pavement and stormwater system management/sweeping) and snow management plan within 5 months of the issuance of this Order and before the next winter seasons, for review and approval by the Commission." No maintenance plan was found in the file. The No disturbance Zone was supposed to be marked, no markers were found. Evidence that snow was being pushed toward Kimball Brook from the adjacent EBSCO parking lot. This parking lot is gravel, and there was a large quantity of this material pushed into the trees/shrub area beyond the parking area." Mr. Pommersheim stated that this matter was similar with the maintenance issues in the above matter. (DEP# 36-538: 4 Union Street) He stated the swale was in place and the area looked good. Monumentation is not on the plan. Agent Geilen thought a good location for the NDZ monumentation would be along the pavement at the back of the parking lot where it looked like they were plowing snow. She also recommended 2 other areas. [Discussion: property lines and options for signage/split rail fence vs granite posts.] Commissioner O'Neill mentioned informing the people doing the snow plowing about the signs and what they mean. Acting Vice-Chair Standley recommended a split rail fence to deter snow plowing or something for preventing inappropriate snow removal. Mr. Pommersheim stated that he could come back with another plan proposing the suggestions of the Commission.

**RECOMMENDATION OF AGENT:**

*To continue to August 17, 2016 for requirement of EBSCO to submit proof of their SWM maintenance, as well as the required comprehensive site maintenance and snow management plan, determine if the bio-swale was installed, and mark the NDZ.*

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<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Vice-Chair Standley to continue to August 17, 2016 as recommended by the Agent. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <ul style="list-style-type: none"> <li>❖ <i>Applicant's representative to submit a comprehensive site maintenance (parking lot and pavement and stormwater system management/sweeping) and snow management plan.</i></li> <li>❖ <i>Applicant's representative to address snow storage in NDZ.</i></li> <li>❖ <i>Monument the NDZ.</i></li> </ul>
<p><b>DOCUMENT LIST:</b></p> <p><i>COC request and letter of substantial compliance dated 6/8/16, and prepared by Meridian Associates, Inc. and Agent's Report for July 6, 2016.</i></p>

**Requests for Determination of Applicability:**

<p><b>MATTER: Scott and Martha Finlay</b>, for work at <b>2 Bowdoin Road</b> shown on <b>Tax Map: 15D, Lot: 210</b> for a <b>REQUEST FOR DETERMINATION OF APPLICABILITY</b> to construct a removable freestanding kayak rack in jurisdictional areas.</p>
<p><b>DISCUSSION:</b> Present were applicants Scott and Martha Finlay. Mr. Finlay pulled the kayak rack away from the coastal bank. Mr. Finlay plans to remove rack every fall, via the Yacht Club's access drive. Commissioner O'Neill stated that it looked good.</p>
<p><b>RECOMMENDATION OF AGENT:</b></p> <p><i>To issue a Negative DA 2 and 6.</i></p>
<p><b>MOTION:</b></p> <p>◆ <b>A motion was made by Commissioner Carney-Feldman to issue a Negative DA 2 and 6 as recommended by the Agent. The motion was seconded by Commissioner O'Neill and passed unanimously.</b></p>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b></p> <ul style="list-style-type: none"> <li>❖ <i>None</i></li> </ul>
<p><b>DOCUMENT LIST:</b></p> <p><i>Mandatory pre-filing checklist, WPA Form 1 Request for Determination of Applicability Form, Legal Ad, Locus Map, Marked-up Plan entitled "Existing Site Plan" dated 6/21/13, and prepared by Olson Lewis Architects, Sketch Plan entitled "Kayak Rack" dated 6/7/16, Google Map dated 6/2/16 and photos.</i></p>

**New Notices of Intent, Minor Modifications and Formal Amendments:**

<p><b>MATTER: 36-1297: Paula Eriksen</b> for work at <b>24 Clark Road</b> shown on <b>Tax Map: 15D Lot: 82</b> for a <b>NOTICE OF INTENT to rebuild front entry stairs and decking, build walkway and replace existing fence with new fence and addition of gates</b> in jurisdictional areas.</p>
<p><b>DISCUSSION:</b> Present was applicant Paula and Leif Eriksen. Agent Geilen presented the matter and stated that the applicant had requested a waiver for work in the NBZ. Mr. Eriksen showed the proposed area for the new fence. He showed the area for highbush blueberry as mitigation for work in the NBZ. Agent Geilen explained her proposal to permanently monument a NDZ. Acting Vice-Chair Standley recommended they monument just the NDZ (25'). Agent Geilen suggested a reduced NDZ because the area has legally been lawn since the house was built. Acting Vice-Chair Standley suggested they place the NDZ line perpendicular to the northerly property line, approximately 5' from wetland flag A3, which is ~28' from the fence. They would have three posts and signs. [Discussion: signage/bushes] ICC stated it was acceptable to use cedar posts.</p>

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**RECOMMENDATION OF AGENT:**

*To approve the waiver request for no engineered plans and work in the NBZ. To issue a Positive OOC with Special Conditions.*

**MOTION:**

- ◆ **A motion was made by Acting Vice-Chair Standley to approve the waiver request in the NBZ. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**
- ◆ **A motion was made by Commissioner Carney-Feldman to approve the request for waiver of engineer plans. The motion was seconded by Acting-Vice Chair Standley and passed unanimously.**
- ◆ **A motion was made by Acting Vice-Chair Standley to close the public hearing. The motion was seconded by Commissioner O'Neill and passed unanimously.**
- ◆ **A motion was made by Acting Vice-Chair Standley to issue a Positive OOC with Special Conditions. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

**ACTION ITEMS / SPECIAL INSTRUCTIONS:**

❖ *None*

**DOCUMENT LIST:**

*Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Marked-up Site Plan entitled "Fence & Steps at 24 Clark Road" dated 6/20/16, Waiver, Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service.*

**MATTER: 36-1296: John Colantoni** for work at **55 Argilla Road** shown on **Tax Map: 54B Lot: 19** for a **NOTICE OF INTENT for removing existing garage, constructing master suite, new garage and deck, paving driveway and enlarging living room** in jurisdictional areas.

**DISCUSSION:** Present was applicant John Colantoni. Mr. Colantoni stated they would be staying within the footprint of the old house. Mr. Colantoni showed the plans and where the new garage, deck, driveway and living room would be. Acting Vice-Chair Standley stated that there was a discrepancy between the architectural plans and the engineered plans regarding the front of the house. Mr. Colantoni explained that there would be an area that would not be enclosed, just covered, where the existing wall would be bumped out. Agent Geilen discussed the buffer zone line. She forgot to mention the lack of erosion control line and NDZ markers. Mr. Colantoni was agreeable to put them wherever the Commission would like. Mr. Colantoni wanted to know how far from the house. Agent Geilen stated they should be 45 feet from corner of the garage to the wetland area. Acting Vice-Chair Standley confirmed it was closer to 30 feet to scale. Acting Vice-Chair Standley drew a line on the plan in red. Agent Geilen stated there should be 3 markers; 2 granite on either end and 1 cedar in the middle. Audience: Lilly Bogosian, an abutter of the property, asked about the wall in the back protruding out. Mr. Colantoni stated they would not be going beyond the existing house. She asked about removal of vegetation. She stated that there used to be trees, 10 feet tall, that extended the entire length of the back yard including a cherry tree, that were all removed. She said she had informed the Conservation Office when this had happened, but no one had done anything. Agent Geilen assured Ms. Bogosian that any tree and shrub removal should have been approved under the OOC for the septic system. Mr. Colantoni stated that if any trees came down, that would have been before he owned the property. Mr. Colantoni offered to discuss replacing vegetation with Ms. Bogosian. Agent Geilen stated that the new owner is responsible for any violations. She will research the situation and report back to the Commission if there were any violations. Mr. Colantoni asked if this would hold up what they are trying to do. Acting Vice-Chair Standley stated that they could accept the plans as submitted and issue the OOC as proposed, but defer the issuance of the order pending further review of possible prior enforcement action. Agent Geilen stated that as soon as you close a hearing you only have 21 days to issue the OOC. She recommended the EO could be handled separately. Acting Vice-Chair Standley agreed.

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<p><b>RECOMMENDATION OF AGENT:</b>  <i>To issue a Positive OOC with Special Conditions.</i></p>
<p><b>MOTION:</b></p> <ul style="list-style-type: none"> <li>◆ A motion was made by Acting Vice-Chair Standley to close the public hearing. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</li> <li>◆ A motion was made by Acting Vice-Chair Standley to issue a Positive OOC with Special Conditions as discussed on July 6, 2016 in reference to a drawing made at this meeting. The motion was seconded by Commissioner O’Neill and passed unanimously.</li> </ul>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b>          ❖ <i>None</i></p>
<p><b>DOCUMENT LIST:</b>  <i>Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled “As-Built Site Plan” dated 6/10/16, and prepared by Griffin Engineering Group LLC, Plan entitled “Overlay Sketch of 55 Argilla Road dated 6/15/16 and prepared by Griffin Engineering Group LLC, Plan entitled “Argilla Road House Renovation” dated 6/15/16 and prepared by Segar Architects, Inc., Legal Ad, Locus Map, Notification of Abutters, Abutters List and Affidavit of Service.</i></p>

<p><b>MATTER: 36-1290: 16 North Ridge Road. Fierro.</b> Request for a Minor Modification for grading changes.</p>
<p><b>DISCUSSION:</b> Present was Larry Graham of H.L. Graham Associates, representing the owners, the Fierros. Mr. Graham presented the matter explaining that the abutter was concerned with the grading. He made the adjustments on the plan. The abutter wanted the retaining wall lower, so Mr. Graham redesigned the grading from 1% to 4% and moved a few underground structures around. Acting Vice-Chair Standley asked if the grades still work. Mr. Graham stated that they still work, but that he had to move some drains and add a catch basin. Mr. Graham also asked about two spruce trees and the owners and abutter agreed to take them down. Agent Geilen recommended replacing them in-kind. Mr. Graham accepted this condition of replacement. Acting Vice-Chair stated this would not be covered by the NOI because the trees are in the neighbor’s yard. Agent Geilen stated the removal of the trees could be approved under a small projects permit. Commissioner O’Neill stated it was a shame they couldn’t leave the mature trees. Mr. Graham recognized his statement.</p>
<p><b>RECOMMENDATION OF AGENT:</b>  <i>To approve the minor modification</i></p>
<p><b>MOTION:</b></p> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner O’Neill to approve the minor modification. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</li> </ul>
<p><b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b>          ❖ <i>None</i></p>
<p><b>DOCUMENT LIST:</b>  <i>Request for Minor Modification Letter dated 6/28/16, and prepared by Graham Associates Inc., Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Proposed Site Plan Changes entitled “Permit Plan” prepared by Graham Associates Inc. and dated 6/28/16.</i></p>

<p><b>MATTER: 36-1265: 1 Jay Road. Soffron.</b> Request for a Minor Modification for relocation of portions of the septic system and garage.</p>
<p><b>DISCUSSION:</b> Present was Larry Graham of H.L. Graham Associates and applicant George Soffron. Mr. Soffron stated that since they were last before the Commission, a septic problem came up that required them to move the garage location and change the landscaping. They also wanted to make minor changes to the house and repair a stone retaining wall. Mr. Soffron explained the changes. SWM stayed the same. Agent Geilen thought it looked</p>

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like a good plan. Mr. Soffron stated that all trees would be staying.
<b>RECOMMENDATION OF AGENT:</b> <i>To approve the minor modification.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner Carney-Feldman to approve the minor modification. The motion was seconded by Commissioner O'Neill and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <ul style="list-style-type: none"> <li>❖ <i>None</i></li> </ul>
<b>DOCUMENT LIST:</b> <i>Request for Minor Modification Letter dated 6/29/16, and prepared by Andrea Young and George Soffron, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Proposed Site Plan Changes entitled "Permit Plan" prepared by dated 6/28/16 and prepared by Graham Associates Inc.</i>

**Ongoing Notices of Intent, Minor Modifications and Formal Amendments:**

<b>MATTER: 36-1273: EBSCO</b> for work at <b>6 Estes Street</b> shown on <b>Tax Map: 42A Lot: 186</b> for an <b>after-the-fact NOTICE OF INTENT</b> for <b>parking lot maintenance</b> in jurisdictional areas. <i>Continued from June 15, 2016.</i>
<b>DISCUSSION:</b> There was no one present for this matter.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to August 17, 2016 for the above COC recommendations to be completed.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner Carney-Feldman to continue to August 17, 2016. The motion was seconded by Acting-Vice Chair Standley and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <ul style="list-style-type: none"> <li>❖ <i>None</i></li> </ul>
<b>DOCUMENT LIST:</b> <i>No new documents submitted.</i>

**Enforcement Matters:**

<b>MATTER: Ipswich Country Club:</b> Enforcement update.
<b>DISCUSSION:</b> Present was Travis Hall and DJ Woodruff of Ipswich Country Club. Agent Geilen gave a review of the matter. ICC did a site visit. Bill Manuell (Wetlands & Land Management, Inc.) submitted an O&M and restoration plan. Agent Geilen thought it looked good. Acting Chairman ffolliott stated the Commission would prefer a native upland seed mix instead of annual rye grass. Agent Geilen stated she will let Mr. Manuell know her recommendation. Once ICC approves the plan, restoration can start.
<b>RECOMMENDATION OF AGENT:</b> <i>None</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner Carney-Feldman to approve the planting plan submitted by Bill Manuell. The motion was seconded by Acting Vice-Chair Standley and passed unanimously.</li> <li>◆ A motion was made by Commissioner Carney-Feldman to approve the restoration plan as amended. The motion was seconded by Commissioner O'Neill and passed unanimously.</li> </ul>

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<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None</i>
<b>DOCUMENT LIST:</b> <i>Wetland and Buffer Zone Mitigation Plan and Planting Schedule dated 6/23/16, and prepared by Wetlands and Land Management, Inc.</i>

<b>MATTER: Update: 105 Town Farm Rd; Kubik.</b>
<b>DISCUSSION:</b> Agent Geilen gave an EO update stating that things are moving along quite well.
<b>RECOMMENDATION OF AGENT:</b> <i>None</i>
<b>MOTION:</b> ♦ N/A
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None</i>
<b>DOCUMENT LIST:</b> <i>Letter entitled, "Slow the Flow Grant 105 Town Farm Road" dated 7/21/13, and prepared by Joseph, Bruce and Lynda Kubik and various associated maps/plans.</i>

**Other Business:**

<b>MATTER:</b> Consideration to Establish a Conservation Fund for "in-lieu of" fees for stormwater management and/or mitigation.
<b>DISCUSSION:</b> Acting Vice-Chair Standley was not in favor of the idea. Commissioner O'Neill was not in favor of the idea. Acting Chairman ffolliott suggested they wait for more Commission members to be present and discuss further at another meeting.
<b>RECOMMENDATION OF AGENT:</b>
<b>MOTION:</b> ♦ N/A
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>None</i>
<b>DOCUMENT LIST:</b> <i>None</i>

**Tabled Matters and Discussion Items:** None

**Approval of Minutes:** 6/1/16

♦ A motion was made by Commissioner Carney-Feldman to approve the minutes from June 1, 2016. The motion was seconded by Acting Vice-Chair Standley and passed unanimously.

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

- 36-1290, 16 North Ridge Road. Fierro. Resign for recording purposes.

**Adjournment:**

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♦ A motion was made by Commissioner Carney-Feldman to adjourn at 8:47 p.m. The motion was seconded by Commissioner O'Neill and passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cathy Miaskiewicz".

Cathy Miaskiewicz  
Recording Secretary

**These minutes are the summary of a taped 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, nor does it exclusively rely upon them.**