

Approved: 8-3-2022
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IPSWICH CONSERVATION COMMISSION
Meeting Minutes
July 20, 2022

Pursuant to a written notice posted by the Town Clerk and delivered to all Conservation Commission members, a meeting was held Wednesday, July 20, 2022, at 7:00 p.m. via ZOOM. Members present were Chair Jennifer Hughes, Vice-Chair William Paulitz, Commissioners Sissy ffolliott, Catherine Carney-Feldman, Raymond Putnam, and James Stone. Also present were Associate Commissioner Jack Stone and Recording Secretary Odile Breton.

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
OOB – 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:

MATTER: Citizen's Query for correspondence by Rick Covino, Pineswamp Road.

DISCUSSION: Present was Rick Covino. Covino inquired about correspondence regarding a formal complaint against Greenbelt for a wetlands violation he sent to the Town Conservation Department approximately 6-8 weeks ago. He asked if the ICC has reviewed the correspondence. He has not received a response to the complaint. Hughes will follow up with Acting Conservation Agent. ICC is not currently aware of a violation.

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

MATTER: 36- : 26-40 Market Street. Cutter (DeRosa). NOI to raze and rebuild accessory structure. *Cont. from 7/6/2022*

DISCUSSION: The matter is being continued without discussion at the applicant's request.

MOTION:

◆ **A motion was made by Vice-Chair Paulitz to continue to August 3, 2022. The motion was seconded by Commissioner Stone and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None.*

Courtesy Positions for Town Projects

MATTER: 4 Pineswamp Rd. CHA Companies. SPP soil tests. *New*

DISCUSSION: Present were Laura Jolly (CHA Companies) and Joe Sullivan (CHA Companies). Jolly explained the soil tests are needed to develop a foundation design. The plan proposes 9 test pits within 100 ft of the wetlands. The closest pit to the wetlands is within 50 ft. A site plan was displayed, and proposed test pit locations were pointed out. Hughes noted that SPP requires work outside of the NDZ. Work must be 50+ ft. away from the wetlands line. Hughes said the ICC can approve an SPP for the work, but the permit will not be issued until the Conservation Department receives an updated plan with soil test pits 50 ft. away from the wetlands line.

MOTION:

◆ **A motion was made by Commissioner ffolliott to approve the SPP for test pits outside of the 50 ft. NDZ noting revised plan must be submitted before permit is issued. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *Applicant to revise plan and resubmit to Conservation Department.*
Documents: SPP filing application prepared by Laura Jolly dated 7-1-2022

MATTER: 0 Fowlers Lane – Town Hill Water Tower. TOI Utilities Department. Stormwater Management Plan

DISCUSSION: Present were Emily Sadoway (Ipswich Utilities Department) and Amanda Keyes (Tighe & Bond). Sadoway provided background on the project. The existing 3-million-gallon tank constructed in the 1960s needs rehabilitation. The better long-term solution is to replace the tank. The new tank will be constructed next to the existing tank.

Keyes reviewed existing conditions of the site and the stormwater management plan. She said most of the water will flow through grass swales to an infiltration basin. Keyes also reviewed proposed erosion controls.

Paulitz noted design points should be looked at individually and not combined. Design point 2 may need a BMP. Keyes said design point 1 is taking on more water. Paulitz said design point 1 will have more run-off. Paulitz suggested changes for the peak discharge rates table. ffolliott asked if there will be any restoration plantings at the existing tank location. The existing tank will be removed, and the area will remain open. A native seed will be used in the area.

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Public Comment: Charlotte Kahn, an abutter, said water flow directed north makes sense as there is a path on the south side of the site. She noted most of the trees removed were Norway Maples which is an invasive species. Keyes said the open area will be mowed periodically which will help prevent Norway Maples from coming back. Hughes noted the MS4 permit requires monitoring and reports should be submitted to the Conservation Department.

MOTION:

◆ **A motion was made by Vice-Chair Paulitz to continue to August 3, 2022. The motion was seconded by Commissioner Stone and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None.*

Documents: Stormwater Management Plan prepared by Tighe and Bond dated 7-2022

Small Project Permits

MATTER: 5 Eagle Hill Road Ward (Graham). SPP soil tests. *New*

DISCUSSION: Present was Larry Graham (H.L. Graham & Associates). The SPP request is to test soils for the replacement of a septic system (tight tank). Graham reviewed existing conditions plan. He said the location of the existing septic system is between Eagle Hill Road and the front of the house. The test pits and proposed location of new septic system were identified. There are resource areas on the site. Hughes asked if test pits are in the sub-zones. Graham noted the plan does not include the top of coastal bank. If it is elevation 13, then the pits are within sub-zones. Graham verbally requested a waiver to work in sub-zones. Hughes requested Graham email the waiver request to the Conservation Department and noted the ICC can grant the waiver because the lot is developed. No public comment noted.

MOTION:

◆ **A motion was made by Commissioner Carney-Feldman to grant requested waiver for SPP work in the sub-zones. The motion was seconded by Vice-Chair Paulitz and passed unanimously.**

◆ **A motion was made by Vice-Chair Paulitz to approve the SPP. The motion was seconded by Commissioner Putnam and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *Graham to email waiver request to the Conservation Department.*

Documents: SPP filing application prepared by HL Graham date 7-6-2022; Plan prepared by Donohoe date 8-24-2020

MATTER: 353 Linebrook Rd. Forgione. SPP soil tests. *New*

DISCUSSION: Present was Tom Mannetta, representing the applicant. The SPP is for soil testing outside the 50 ft NDZ but within the 65ft NBZ. The septic system needs to be replaced. Wetlands line was delineated by Bill Manuell. The entire site is within the 100 ft. buffer zone. Testing is proposed on the right side of the house (right side if viewing house from street). The area is all lawn. A waiver is requested to work in the buffer zone. No public comment noted.

MOTION:

◆ **A motion was made by Commissioner Stone to grant requested waiver for SPP work within the 65ft. buffer zone but outside the 50 ft. NDZ. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

◆ **A motion was made by Vice-Chair Paulitz to approve the SPP pending location of the plan for 353 Linebrook Road for soil testing as described. The motion was seconded by Commissioner Stone and passed unanimously.**

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<p>ACTION ITEMS / SPECIAL INSTRUCTIONS:</p> <p style="text-align: center;">❖ <i>None.</i></p> <p><i>Documents: SPP filing application date 7-11-2022 prepared by Thomas Mannetta.</i></p>

Ongoing Notices of Intent, Minor Modifications and Formal Amendments:

<p>MATTER: 36-1386: Labor In Vain Rd. 79 Labor In Vain Realty Trust. (Graham). NOI to repair areas damaged by storms in jurisdictional areas. <i>Cont. from 7/6/2022</i></p>
<p>DISCUSSION: Present were Mike DeRosa (DeRosa Environmental) and Larry Graham (H.L. Graham & Associates). Updated plans (revised 7/13/2022) were submitted. Soil sample locations were added to the plan (S1 – S4). The plan identifies the area to restore to salt marsh. Additional information on Flexamat was requested. The concrete in the product is rated at 5000 psi and is used on coastal banks. DeRosa noted the Flexamat will not be in the water. It will get wet from storms. Graham said the search for the best solution has taken years and Flexamat appears to be the best solution. No public comment noted. A draft OOC will be prepared for the next meeting.</p>
<p>MOTION:</p> <p style="text-align: center;">♦ A motion was made by Commissioner Carney-Feldman to continue to August 3, 2022. The motion was seconded by Vice-Chair Paulitz and passed unanimously.</p>
<p>ACTION ITEMS / SPECIAL INSTRUCTIONS:</p> <p style="text-align: center;">❖ <i>Draft OOC for next meeting.</i></p> <p><i>Documents: Revised Permit Plan prepared by HL Graham dated 6-19-2022</i></p>

<p>MATTER: 36-1507: 40 North Ridge Rd. Radcliffe-Walsh (DeRosa). NOI to raze and rebuild existing single-family home. <i>Cont. from 7/6/2022</i></p>
<p>DISCUSSION: Present were Mike DeRosa (DeRosa Environmental) and John Morin (Morin-Cameron Group). DeRosa pointed out the mature tree located on the east side of the site and said they will try to save it. There is 615 sq. ft. of proposed restoration and removal of 43 sq. ft. of impervious surface. DeRosa reviewed proposed mitigation planting plan. DeRosa looked at 4 other projects in the area. He noted all 4 projects increased impervious surface on the sites. Total increase of impervious surface for this project is 379 sq. ft. Hughes noted the ICC has requested an alternatives analysis. DeRosa said the site is constrained and does not believe a lot can be done for an alternatives analysis. DeRosa will investigate alternatives for the deck and patio. DeRosa to provide documentation for the stairs on the bank. No public comment noted.</p>
<p>MOTION:</p> <p style="text-align: center;">♦ A motion was made by Commissioner Stone to continue to August 3, 2022. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</p>
<p>ACTION ITEMS / SPECIAL INSTRUCTIONS:</p> <p style="text-align: center;">❖ <i>None.</i></p> <p><i>Documents: Planting Plan prepared by DeRosa dated 7-12-2022</i></p>

<p>MATTER: 36-1505: 26-44 Essex Street. Bruni (Epsilon). ARAD. <i>Cont. from 7/6/2022</i></p>
<p>DISCUSSION: Present were Mike Howard (Epsilon Associates), Tom Peragallo and Art Allen (peer reviewer). Howard reviewed the site plan and noted wetland delineation flags were added. Allen submitted a report (7/15/2022) noting agreement with the additional flags and the plan is correctly labeled.</p> <p>Public Comment: Keri McRae, 31 Heartbreak Road, asked about the intermittent stream. Howard explained and noted it does not run throughout the year. Allen added the source of water is stormwater.</p>

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Chris Florio, 44 Fellows Road, said the previous owner of the property filled the wetlands with soil for agricultural purposes. Allen said there is historical fill on the site. The fill has developed features that can be seen. Fill in the wetlands is included in the wetland delineation. Florio noted an endangered turtle species has been seen in the area and requested a survey be performed to determine the number of turtles. Hughes said the ICC relies on Natural Heritage (Mass Division of Fish & Wildlife) mapping for endangered species habitat. The ICC does not have authority to change the mapping or ask for a survey. Hughes reminded the audience that the matter being discussed this evening is the delineation of the wetland.

Helen Weatherall, 44 Fellows Road, asked if the intermittent stream links one wetland to another. Hughes said the stream does not necessarily have anything to do with the wetland. There is a stringent methodology used to determine stream stats. She said the amount of fill added to the site over time has affected the natural system.

Joyce Kippin, 50 Lakemans Lane, has lived in Ipswich for 50 year and said considerable fill was brought to the site over time. She noted turtles on the site and evidence of turtle nests. It's been a long time since the site has been evaluated. She requested the area be evaluated for turtle habitat.

Hughes reiterated that the request is not in the purview of the ICC and again directed the hearing back to the delineation. Howard said the current site is not mapped for endangered species and no work is currently proposed on the site for the ICC to review. All the on-site flags will be approved. Flags will be referenced in the ORAD. Flags A1C, A1B, A1 – A26, BVW, the bank MHWL1 – MHWL17.

MOTION:

◆ A motion was made by Commissioner ffolliott to approve the delineation and issue an ORAD confirming the delineation as shown on the plan of record presented this evening (Flags A1C, A1B, A1 – A26, BVW, the bank MHWL1 – MHWL17). The motion was seconded by Commissioner Stone and passed unanimously.

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None.*

Documents: Updated ANRAD site plan dated 7-12-2022 prepared by Eastern Land Survey.

Requests for Certificates of Compliance:

MATTER: 36-1157: 19 Hayward St. (Meridian). COC. Cont. from 7/6/2022

DISCUSSION: Present was David Kelley (Meridian Associates). Kelley submitted the O & M plan for the rain garden and reviewed it with the owner. The owner completed the maintenance. Kelley presented before and after photographs. Mowing is done twice/year. Hughes said that there are plantings referenced on the plan “prepared by DeRosa Environmental” and the project needs to be done in accordance with the approved OOC. If not, a COC will not be issued. Kelley requested continuing to August 17, 2022.

MOTION:

◆ A motion was made by Commissioner Carney-Feldman to continue to August 17, 2022. The motion was seconded by Vice-Chair Paulitz and passed unanimously.

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None.*

MATTER: 36-1464: 61 River Rd. Harris. COC. Cont. from 7/6/2022

DISCUSSION: Present was John Dick (wetlands scientist). He reviewed the “as-built” site plan. Paulitz reviewed a letter from John Dick summarizing the changes and as-built conditions. Changes were minor and there was no increase to impervious surfaces.

MOTION:

◆ A motion was made by Commissioner ffolliott to issue a full and final COC. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.

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ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None*

Documents: Letter from John Dick dated 7-7-2022

MATTER: 36-821: 24 Lakemans Lane. Haynie (Meridian) COC. *New*

DISCUSSION: Present was David Kelley (Meridian Associates). Kelley reminded the ICC that the previous owner had expanded the driveway. A mitigation plan was developed and implemented. The current owners understand the NDZ. Kelley noted the area is vegetated and stable.

MOTION:

◆ **A motion was made by Vice-Chair Paulitz to issue a full and final COC. The motion was seconded by Commissioner Putnam and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None*

Documents: COC filing application prepared by Meridian Assoc. dated 6-28-22; and Plan dated 6-30-2022

MATTER: 36-1465: 7 Old Essex Rd. Orlando (Seaside Legal) COC. *New*

DISCUSSION: Present was Attorney Lauren Weeks (Seaside Legal Solutions) She noted the project never started and is requesting the COC as the property is for sale. Hughes noted there is a violation for constructing a patio or deck without permission.

MOTION:

◆ **A motion was made by Vice-Chair Paulitz to continue to August 3, 2022. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *ICC and applicant to review violation for patio/deck.*

Documents: COC filing application

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

MATTER: 36- : 28 Eagle Hill Rd. Mueller (Graham). NOI for septic system repair. *New*

DISCUSSION: Present was Larry Graham (H. L. Graham & Associates). He noted the soil tests (under an SPP) were completed on the west side of the property, but the tests failed. The project proposes a tight tank on the east side of the house. The existing system is on the east side of the house. Graham verbally requested waivers for work in the buffer zones. The site is in the flood plain. Hughes noted the plan does not include a delineation and no evaluation of performance standards. Graham said the site is in the ACEC and every resource area. Graham said the plan was prepared for the Board of Health. Graham to revise plan to include resource areas and provide a written request for waiver.

MOTION:

◆ **A motion was made by Commissioner Carney-Feldman to continue to August 3, 2022. The motion was seconded by Commissioner Ffolliott and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *Graham to revise plan and written request for waiver.*

Documents: NOI filing application prepared by HL Graham dated 7-6-22; plan prepared by HL Graham dated 6-29-22

MATTER: 36- : 24 Lakemans Lane. Haynie (Meridian). NOI to construct a garage and driveway. *New*

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DISCUSSION: Present was David Kelley (Meridian Associates). The project proposes a garage. Work in the NBZ is approximately 280 sq. ft. (in 25 ft. and 40 ft. NBZ). Kelley reviewed the proposed mitigation plan. Paulitz noted work in the 25 ft. NDZ would not be allowed. Hughes added an alternatives analysis is required. Kelley will discuss moving the garage and significantly reducing work in the 40 ft. NBZ. Hughes suggested infiltration to address run-off. Three trees are to be removed. Carney-Feldman asked if the trees are native. Kelley will find out. ICC will schedule a site visit. No public comment noted.

MOTION:

◆ **A motion was made by Commissioner Carney-Feldman to continue to August 3, 2022. The motion was seconded by Vice-Chair Paulitz and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *ICC to schedule a site visit.*

Documents: NOI filing application and waiver request prepared by Meridian Assoc. dated 7-5-22; Site Plan prepared by Meridian Assoc. dated 6-30-2022

MATTER: 36-1506: 17 Bay Road. Holden (John Dick). NOI for addition to existing single-family home. *New*

DISCUSSION: Present were John Dick (wetlands scientist) and Peter Holden (owner/applicant). John Dick described the project and noted the location is Little Neck near the Ipswich River. He explained the gutter is running along side of the house to discharge the water to the bituminous driveway. The driveway is owned by the Trustees, not the homeowner. Hughes noted there are no engineered plans. The application requires a waiver request for non-engineered plans. Hughes is not comfortable with a sketched plan for a raze and rebuild. It appears a new foundation will be poured. Hughes noted MA DEP requested clarification on delineation and the plan needs to include transects for coastal bank. Hughes again noted that the ICC has requested an overall stormwater management plan for Little Neck from the Trustees since *before* the Pandemic began. ICC will contact the Little Neck Association. The plan needs to address performance standards. No public comment noted.

MOTION:

◆ **A motion was made by Commissioner Carney-Feldman to continue to August 17, 2022. The motion was seconded by Commissioner ffolliott and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *Applicant to update plan for performance standards, transects, and engineered plans.*

Documents: NOI filing application prepared by John Dick dated 6-21-2022; Plan prepared by American Land Survey revised 3-23-22 and marked 6-14-22

MATTER: 36-1508: 110 and 113 Little Neck Rd. Chace (Hancock). NOI for demolition and reconstruction of single-family home. *New*

DISCUSSION: Present were Devon Morse and Jacob Lemieux (Hancock Associates). Morse noted 113 Little Neck is an undeveloped lot. There is an existing single-family home on 110 Little Neck Road. The home was built in 1930. The lots are in the river front resource area. Morse pointed out NDZ and NBZ on the plan. The project proposed to demolish the existing house and re-construct the home, add a driveway, a patio and replace the septic system. Lemieux reviewed existing conditions. For stormwater management, dry wells are proposed to be installed to capture stormwater and run-off. Waivers are requested. There is a waiver to use piping less than 12 inches in diameter. There is a waiver for a 5% reduction in the 10-year storm event. There is a waiver requested for work in the NBZ (driveway). Lemieux reviewed the demolition and proposed erosion controls. Morse reviewed all the resource areas. ICC to schedule a site visit. No public comment noted.

MOTION:

◆ **A motion was made by Vice-Chair Paulitz to continue to August 3, 2022. The motion was seconded by Commissioner ffolliott and passed unanimously.**

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ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *ICC to schedule a site visit.*

Documents: NOI filing application dated 7-6-22; stormwater report dated 6-13-22; plans dated 6-13-22; all prepared by Hancock Assoc.

Enforcement Matters:

MATTER: 26 Turkey Shore Road. Cont. from 7/6/2022

DISCUSSION: Present was Josh Cummings (owner). Cummings said the site is stabilized and hay bales are on-site. NOI application is completed.

Public Comment: Lillian Reilly, 24 Turkey Shore Road, is an abutter. She is concerned about the impacts on her house from vibrations caused by the use of heavy machinery to do work. There is only 10 ft. of space between the houses.

Hughes said the Conservation Agent will visit the site to review stabilization.

MOTION:

- ◆ **A motion was made by Commissioner Ffolliott to continue to August 3, 2022. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *None.*

MATTER: 55 Town Farm Road

DISCUSSION: Present was Shendal Bakal (owner). The EO is for clearing and removal of trees in a resource area. Bakal said nothing was cut. Commissioner Raymond Putnam is an abutter and he spoke with the owner on several occasions. He told the owner that work was not allowed in the wetlands and buffer zones. Hughes told the owner that the ICC will require a wetland delineation and determine what was done in the resource area. A restoration plan will need to be developed. The Conservation Agent will visit the site.

MOTION:

- ◆ **A motion was made by Commissioner Carney-Feldman to continue to August 17, 2022. The motion was seconded by Vice-Chair Paulitz and passed with 5 votes (Putnam recused)**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *None.*

Other Business:

MATTER: Kamon Property Farm Plan.

DISCUSSION: Present was David Rimmer (Essex County Greenbelt). It was noted that the farm plan needs to be approved by NRCS. Rimmer forwarded an email from NRCS to Hughes documenting approval. Rimmer reviewed changes in the language regarding pesticides and herbicides; “approved by Greenbelt in consultation with the Town Water Department and ICC”. A 5-year review and approval of the farm plan was added to the document.

Public Comment: Helen Weatherall, 44 Fellows Road, asked what pesticides and chemicals will be used. Hughes noted that fertilizers sometimes need to be used for farmland. The use of pesticide and/or herbicides would be in consultation with Water Department and ICC.

Keri MacRae, 31 Heartbreak Road, requested time for the citizens of Ipswich to review the revised plan. Hughes said the plan has been available. Citizens can contact Janet Rice at the Town Conservation Department to view plans.

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Rick Covino, 65 Pineswamp Road, said Greenbelt has not been transparent. He requested the changes to the plan be posted. He has several questions; Who is the farmer? Where will herbicides and pesticides be used? Has Greenbelt looked into alternatives such as organic methods? More transparency is needed.

MOTION:

◆ **A motion was made by Commissioner Stone to continue to August 3, 2022. The motion was seconded by Commissioner Putnam and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None.*

Documents: Draft Farm Conservation Plan dated 7-12-22

MATTER: Advertising Fees

DISCUSSION: The local newspaper does not want to collect fees from individuals for public notices required by the Town. The local newspaper will charge the Town. The Town will add a \$75 advertising fee to its application fees.

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *Inquire how other Town boards are reviewing/applying advertising fee.*

Approval of Minutes: July 6, 2022

◆ **A motion was made by Commissioner Carney-Feldman to approve the minutes as drafted/amended. The motion was seconded by Vice-Chair Paulitz and passed unanimously.**

Adjournment:

◆ **A motion was made by Vice-Chair Paulitz to adjourn at 11:30 p.m. The motion was seconded by Commissioner Stone and passed unanimously.**

Respectfully submitted,

Odile Breton
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.