



ESSEX CONSERVATION COMMISSION

Minutes for the Meeting of August 6, 2013

Commissioners:

Wallace Bruce, Chairman
Robert Brophy
Elisabeth Frye
Ted Marshall

James Richardson
Shirley Singleton*
Samantha Stevens

Staff:

Deborah Cunningham
Administrative Clerk

*Absent

The Commission opened a public meeting on a Request for Determination of Applicability filed by James Richardson to prune and clear underbrush and trees and plant shrubs and trees on upland abutting Island Road, including maintenance on an annual basis at 32, 36 Island Road. Mr. Richardson explained that the filing covered the discussion the Commission had had at the meeting of July 16, 2013. The application included a map which showed the area of work. Mr. Richardson also asked that the permit be granted to include annual maintenance of the area. The Commission had no questions on the applicaiton and on a motion made and duly seconded, the Commission voted unanimously to close the public hearing. On a motion made and duly seconded, the Commission voted unanimously to issue a negative determination which included the annual maintenance of the area outlined in the applicsation.

The Commission opened a Public meeting on a Request for Determination of Applicability filed by Douglas Camp to replace stairs on residence at 138 Western Avenue. The Clerk explained that Mr. Camp was unavailable for the meeting but that the application covered the discussion on the replacement of the stairs on the residence which had taken place at the last meeting. Mr. Camp had filed the RDA after a site visit by members of the Commission. The Commission had no questions on the application and on a motion made and duly seconded, the Commission voted unanimously to issue a negative determination.

The Commission met with Clay Morin to discuss minor modifications to the approved plan at 21 Lufkin Point Road. Mr. Morin explained that the modifications either moved the work out of the buffer zone or decreased the disturbance in the work area. The Commission agreed that the changes could be made without the filing of an amendment and accepted the plan submitted together with the letter outlining the changes. On a motion made and duly seconded, the Commission voted unanimously to accept the changes as minor modifications to the project.

The property owner of 35 Dodge Street met with the Commission to discuss possible alterations and various activities within the 200' buffer of a riverfront at 35 Dodge Street. The property owner

explained that the work done on the property had been inspected by a representative of the DEP and been approved. The work was done to maintain the parking area. He understood that the Commission should have been notified of the work as a courtesy and will do so before performing any work in the future. He also provided a copy of the Chapter 91 License for the property. In addition, he agreed to provide the Commission with a copy a site plan for the property with the property lines clearly marked for future issues. The Commission agreed that no further action was necessary.

The Commission discussed the changes to the Enforcement Order for 234 John Wise Avenue requiring that the property owner submit an Amendment to the Order of Conditions. On a motion made and duly seconded, the Commission voted unanimously to issue the revised Enforcement Order.

The Commission reviewed the Emergency Certification Form for 42 Eastern Avenue which had been signed by Elisabeth Frye. The Clerk explained that this was a new form which replaced a form that had been issued in May but had expired. The work had not been started due under the previous form and work had begun on August 5. On a motion made and duly seconded, the Commission voted unanimously to ratify the Emergency Certification Form.

The Commission reviewed three plans submitted by the BOH to verify that they were not in the Commission's jurisdiction. Two of the projects were outside the Commission's jurisdiction and the third had already been issued an Order of Conditions. The Clerk will return the plans to the BOH.

The Clerk presented the Preliminary Application and Plan for a Central Conomo Point Subdivision to the Commission for comments. The Commission instructed the Clerk to email the Planning Board that there were no comments at this time.

The Commission reviewed a request for a certificate of compliance for 22 Lufkin Point Lane. On a motion made and duly seconded, the Commission voted unanimously to issue the Certificate of Compliance.

The Commission discussed the candidates for the position of Agent. The Clerk advised that there were two more applicants which the Commission might want to consider. In addition, S. Singleton was unavailable to update the Commission on her follow up with the references for the candidates which had meet previously with the Commission. The Clerk was instructed to have the two applicants attend the next meeting beginning at 6:30 pm.

The Clerk presented a Line Item Transfer Request to cover the increase in MACC fees. On a motion made and duly seconded, the Commission voted unanimously to approve the transfer of funds.

The Chairman presented the minutes of the meeting of July 2, 2013 for approval. On a motion made and duly seconded, the Commission voted unanimously to approve the minutes.

On a motion made and duly seconded, the meeting was adjourned.

Approved: Essex Conservation Commission

Prepared by: Deborah Cunningham, Administrative Clerk