



NORTHBRIDGE PLANNING BOARD
MINUTES
Tuesday, September 22, 2015

Recognizing the presence of a quorum Chairman Brian Massey called the meeting to order at 7:00PM with George Murray, Mark Key and Pamela Ferrara in attendance. R. Gary Bechtholdt II, Town Planner and Cindy Key, Associate member were also present. [1 vacancy of the Planning Board]

The following members of the public were in attendance: Mike Staiti, David Brossi, Jeff Howland (JH Engineering Group), Valerie Dean, Francie Smith, John Barger, Donna Meagher, Russ Bertelsen, C.J. Stasinos, Kendall Stasinos, Shari Ryan, Joshua Ryan, David Sawyer, Brian Hamilton, Carla Hamilton, Joseph Kadin, Mary Opacki, Thomas Wickstrom, Joyce Augustus and Kenneth Konicki.

I. CITIZENS FORUM

None

II. FORM A

None

III. DOUGLAS ROAD (Adjacent to 279 Douglas Rd) –CONT. PUBLIC MEETING

Food Composting Facility -§173-49.1 -Site Plan Review

Chairman Massey noted receipt of letter dated September 22, 2015 from Robert Knapik on behalf of Douglas Road Industrial Realty Trust requesting withdrawal of site plan application; Mr. Bechtholdt read letter. *Upon motion duly made (M. Key) and seconded (Ferrara) the Planning Board voted (4-0) to accept and consent to leave to withdraw the site plan review application without prejudice as requested by the Owner/Applicant.*

IV. DEANE WAY (Hillside Garden Estates) -PUBLIC MEETING

Street Acceptance –Layout/Recommendation

Mr. Bechtholdt informed the Board that a public meeting notice for Deane Way (recommendation to layout) was forwarded to the various municipal departments and distributed to abutters. Planning Board noted receipt of the following: memorandum dated September 15, 2015 regarding Board of Selectmen's Intent to Layout Deane Way, copy of the street acceptance/layout plan, legal descriptions (roadway easements), copy of As-built plan, Street Acceptance Checklist, letter dated September 14, 2015 from the Treasurer/Collector (taxes paid in full), email communication received September 10, 2015 from the Fire Chief concerning hydrant installation, copy of meeting notes of a July 22, 2015 subdivision walk-thru, copy of JH Engineering Group report dated August 06, 2015, email correspondence from Town Counsel received August 15, 2015 concerning Title Certificates and general comments specific to the Layout and legal descriptions and email communication from the Director of Public Works received September 16, 2015.

Chairman Massey read the public meeting notice for Deane Way Street Acceptance –Layout Recommendation. The Planning Board reviewed Street Acceptance Checklist with the Town Planner. Jeff Howland (JH Engineering Group, LLC), the Board's consulting engineer provided the Planning Board with an

update of his review and inspection of the subdivision. Mr. Howland noted that a follow up site visit was held on September 18, 2015, stating his punch list items have been completed and satisfied.

Mr. Massey noted receipt of DPW Director's letter dated September 22, 2015 adding all items listed by the Department of Public Works have been addressed and acceptable. Mr. Massey indicated that he along with the DPW Director attended a site walk on Monday, September 21, 2015 with the Town Planner and John Barges (Developer), noting everything looked great, a big improvement. Mr. Massey also noted that the DPW Director has since confirmed that he is satisfied with the reveal of the granite curbing along Deane Way.

Mr. Barges noted the basin has been cleaned, the gas company fixed their trench (infrared patch) in the roadway, and he repaired the sidewalk and driveway aprons. Mr. Barges explained that he is working with the Water Company in addressing their concern of establishing an easement for an existing water service on one of the lots, noting other than that everything else has been completed to everyone's satisfaction (easement has been secured).

Prior to taking input from the Board members Chairman Massey solicited comment from the residents in attendance. Donna Meagher (Highland Street) explained that she is part owner of property on Thurston Avenue (mother's former home) situated directly across subdivision roadway. Ms. Meagher noted that Thurston Avenue was recently swept adding since the development was put in she has had water in the basement, sand and debris piled along the roadway and snow banks so high it covered the lamppost (several times). Ms. Meagher indicated that she has spoken with Selectman Ampagoomian a number of times and he is aware of her concerns. Mr. Massey explained that when he met with the DPW Director on site they reviewed the concerns expressed and relayed them to Mr. Ampagoomian, noting the DPW Director was satisfied. Mr. Bechtholdt suggested part of the problem during construction was due to the fact that the homebuilder removed a series of the granite curbing and relocated some driveways, causing storm water runoff and debris to travel down the roadway (Deane Way) and onto Thurston Avenue. Ms. Meagher asked who she should call if she has future concerns. Mr. Massey suggested she contact DPW once the road is accepted by the town, noting he could not speak to future concerns of water in the basement.

Mr. Massey sought additional comment from the public; having none, Mr. Murray inquired about the status of easement language. Mr. Bechtholdt explained that Town Counsel has reviewed the draft conveyance documents and is in receipt of revised descriptions, etc.

Upon motion duly made (Ferrara) and seconded (M. Key) the Planning Board voted (4-0) to recommend the layout of Deane Way. Upon separate motion duly made (Murray) and seconded (M. Key) the Planning Board voted (4-0) to recommend acceptance of Deane Way.

Mr. Bechtholdt explained the next step would be for the Board of Selectmen to vote to Layout the roadway and for town meeting to accept Deane Way as a public way (Fall Annual Town Meeting).

V. PRESIDENTIAL FARMS –CONT. PUBLIC HEARING

Subdivision (Modification) -Walking Trail & Bike Path

Mr. Bechtholdt explained that at the last Planning Board meeting (August 25, 2015) David Brossi (Developer) reviewed with the Planning Board a conceptual plan showing a proposed play structure and other planned

amenities (benches, fencing, landscaping, etc.) for the recreation lot. Mr. Bechtholdt explained that the Board seemed very pleased with the progress and options presented in lieu of the walking trail and bike path. He asked Mr. Brossi to meet with the neighbors and homeowners within the subdivision to formalize the play structure and other improvements before presenting a final proposal to the Planning Board (September 22, 2015).

Mr. Bechtholdt explained subsequent to the August 25, 2015 meeting the Planning office received elevation details & specifications including cost estimates for installation (09/16/2015) for the proposed play structure for Presidential Farms as discussed at the last meeting.

Mr. Bechtholdt explained however the Planning Board is now in receipt of a new proposal from Mr. Brossi described in letter dated September 22, 2015.

Mr. Brossi explained to the Planning Board how he arrived at his new proposal which no longer includes a playground structure. The recreation area will include (proposal) a 4-foot high chain-link fence along the back and side, with split-rail fencing running along the front. Mr. Brossi noted he met on Saturday with the residents (approx. 20 attended) with the playground designer also attending. Mr. Brossi expressed concerns of the costs associated with the play structure (3 different age groups and ADA compliance). Mr. Brossi noted that during the neighborhood meeting he polled the residents to see if they were interested in the walking trail and bike path. One person expressed a general interest in the walking trail and bike path and 2 people expressed support of the conceptual plan for the playground structures. The overwhelming support was for a park like setting without any play structures.

Mr. Brossi suggested there was no support for a residential playground. Mr. Brossi reviewed with Board the estimated costs for construction. Mr. Brossi explained to the Board that the walking trail and bike path will need to be reviewed by the Conservation Commission. Mr. Brossi suggested he would be willing to provide a sum of money (difference between constructing the bike path & walking trail and the park proposed). Mr. Brossi explained proceeds could be set aside for maintenance of the park with a portion to the town (Playground & Recreation) for improvements to existing town ballfields.

Ms. Ferrara thought the playground structure was very elaborate, noting the neighborhood where she lives has a recreational lot where the swings are now missing with little upkeep. Ms. Ferrara is concerned with what would become of the amenity if not maintained properly. Ms. Ferrara expressed her support of the park-setting; would rather see the park with benches with money left over for upkeep or something else for the town.

Mr. Key questioned the cost estimate of \$60,000.00 suggesting the amount calculated by the Planning Board's consultant was much higher (approximately \$150,000.00). Jeff Howland, JH Engineering Group (Planning Board Consultant) explained his number is based upon state prevailing wage rates and would be higher than the amount for which the Developer could complete the work.

Ms. Key clarified that the original (current) approval of the subdivision development includes a bike path, walking trail and a recreational lot. Mr. Bechtholdt concurred, noting provisions for off-street parking, water connection for future irrigation, and an undefined grassed level area.

Mr. Murray does not like the idea of changing the plan at the eleventh hour noting it seems like the town is always asked to make compromises and losing out. Mr. Murray explained that the town starves for facilities for its youth. Mr. Murray does not feel the new proposal accomplishes anything; it is just a piece of land with grass on it; there is no play area. Mr. Murray understands the bike path may be an expensive proposition. He was willing to consider options but cannot imagine that all we would end up with is a piece of land with grass on it and a couple of benches.

Mr. Massey questioned how Mr. Brossi arrived at the \$38,000.00 amount (in reference to 9/22/2015 letter) and expresses concerns with now eliminating a play structure for the town. Mr. Brossi explained that he has a breakdown of costs which includes fencing, trees, blue-stone dust, and benches. Mr. Massey did not feel the town would be getting its money worth in lieu of the required improvements originally approved for the development. Mr. Massey agreed with Mr. Murray that the town would not be gaining anything in this newest proposal.

Mr. Brossi suggested he would revise its proposal suggesting that he could donate the funds (\$60,000.00) directly to the town to maintain what it already has. Mr. Massey understood what Mr. Brossi was offering and wants to make sure of what makes sense for the town as a whole and not just Presidential Farms.

Mr. Brossi explained that he was surprised with the results of his neighborhood meeting opposing the play structure. Mr. Massey stated the Board needs to approach this looking at what is in the best interest of the town and appreciates Mr. Brossi's efforts to solicit input from the residents of Presidential Farms.

Mr. Key did not feel a green patch of grass serves the overall purpose and seems underwhelming; a play area would have been a very cool added amenity. Mr. Key felt if the Board was to grant a modification he would like to see some sort of play structure included to which kids and families could gravitate.

Ms. Ferrara questioned why it would cost Mr. Brossi \$38,000 for the stone-dust path, etc. and only \$60,000 for the bike path and walking trails. Mr. Brossi explained because he already has all the material on site for the bike path and walking trail. Looking for direction from the Board Mr. Brossi suggested if the Board wants he can go back to the original approval and construct the bike path and walking trail. Mr. Brossi indicated that he is more concerned about moving his project forward to completion and is willing to do what the Board wants.

Ms. Key did not support Mr. Brossi's proposal of not having a playground structure and felt the Board should honor the work done before. She noted everyone had bought into the original plans and may be better off to honor the original approval for a bike path and walking trails.

Mr. Massey opened discussion to the public; reminding them not to repeat information presented previously.

CJ Stasinos, resident adjacent to property, supports the idea of donating the funds to the town for upkeep of existing fields. Mr. Stasinos asked if they Board agrees could the developer still be required to loam and seed it as well as install a fence along the back of the property. Mr. Massey noted that the recreation lot will be loamed and seeded regardless of how the Board votes; the fences would need to be discussed. Mr.

Stasinos would support the money going to the town and not having a playground with parking, etc. (minimal impact to the neighborhood).

Kendall Stasinos thinks a good solution would be to give the money back to the town, expressing concerns of traffic in a neighborhood using a playground.

David Sawyer felt the walking trail & bike path or the play structure had value; each adds something in lieu of the original plans.

Russ Bertelsen felt if the play structure is no longer an option then he too would like to see the developer install the walking path and bike path (as agreed to in the 1990's); Mr. Bertelsen however expressed concerns with ADA compliance and long-term maintenance.

Mary Opacki agreed with Kendal & CJ (Stasinos) donating the money to the town for upkeep and maintenance to existing ballfields versus spending money on something new that will not be maintained.

Mr. Massey asked Board members if they had any additional comments; Mr. Key felt given all the discussion was not in favor and stated his support for the original approval of a bike path and walking trail. Mr. Massey agreed. Mrs. Key reminded everyone that as town residents we all share in the responsibility to make sure we have the resources we need and encouraged everyone to attend town meetings and talk to the Selectmen about the budget.

Having no additional comments Mr. Massey asked Mr. Brossi to clarify his proposal in lieu of constructing the bike path and walking trail. Mr. Brossi requested the Planning Board allow for improvements on the recreation lot as shown on his concept plan (less the playground structure) totaling \$60,000.00 with the remainder of \$22,000.00 for residual maintenance.

Mrs. Key asked for clarification as to what is being requested, noting the developer has changed his proposal from what was presented in his concept plan and description presented to the Board. Mr. Bechtholdt confirmed with Mr. Brossi that he is requesting modification to provide the following in lieu of the bike path and walking trail: \$38,000.00 worth of additional improvement to the designated recreation lot (parcel D), to include a footpath, benches, fencing, and landscaping (no playground structure & no off-street parking) and \$22,000.00 to the town for maintenance of the recreation area.

Mr. Bechtholdt explained per the original approval the Developer is required to provide the recreation area in addition to the bike path and walking trail. This was to include a leveled-grassed area, water service for irrigation and a parking area. Mr. Bechtholdt reminded Mr. Brossi that the bike path and walking trails would need to be completed prior to lot release of Phase V.

Mr. Bechtholdt suggested if the Board is ready to make its decision on the modification request that they may look to end discussion, close the public hearing and consider a motion of the Planning Board.

Mr. Stasinos asked if the Board could consider another option where the full \$65,000.00 could go to the town for maintenance of existing ballfields. Mr. Bechtholdt suggested such request would need to come from the developer. Mr. Brossi suggested his first option would be his proposal. However, he would be

open to the idea of designating the funds to Playground & Recreation for maintenance of existing town facilities as a second option.

Mr. Murray indicated that he would want to know how that money may be spent by the Playground & Recreation Committee before he would support providing them with funds and explained that he is still in favor of requiring the original approval for a bike path and walking trail.

Understanding Mr. Murray's position and concerns with earmarking the funds for Playground & Recreation Mr. Brossi reiterated his proposal to modify the approval to provide \$38,000.00 worth of improvements to recreation lot parcel D as shown on the conceptual plan (minus the ADA playground structure) and the sum the of \$22,000.00 for maintenance of the recreation area.

Having no additional comment the Planning Board closed the hearing.

Upon motion duly made (Murray) and seconded (M. Key) the Planning Board voted (4-0) to deny the Developer's proposal to modify the Presidential Farms approval eliminating the bike path and walking trial as requested.

In taking such action the Developer shall improve the designated open space lots identified as Parcel A & Parcel D as shown on the approved Definitive Subdivision Plan entitled "Presidential Farms" a flexible development prepared by Guerrier & Halnon, Inc. dated July 27, 1999 (revised 02/06/2001) plan sheet(s) 1-4 "Proposed Recreation Area Plan" and as may be required in the Certificate of Approval dated February 14, 2000 [Definitive Subdivision] and Special Permit dated April 10, 1999 & August 08, 2000 [Flexible Development].

Mr. Massey thanked everyone for their participation and support of the process. Mr. Brossi thanked the Board and confirmed that lot release of Phase V would be restricted until such time the bike path and walking trails were completed.

VI. PINE KNOLL, SENIOR LIVING DEVELOPMENT -CONT. PUBLIC HEARING

Special Permit (Modification) -§173-112(F)

Mr. Murray recused himself from the public hearing; Mr. Murray left the room as he will not vote or participate on the matter. Chairman Massey acknowledged Cindy Key, the Planning Board's Associate member will participate in the discussion and vote on the special permit modification.

Mr. Bechtholdt, in reference to his memorandum dated September 17, 2015, reminded the Planning Board that in action taken October 09, 2014 the Zoning Board of Appeals granted a variance to remove the affordability restriction of the Pine Knoll Senior Living Development. Mr. Bechtholdt provided a general overview and summary brief on the discussions had to date.

Mr. Wickstrom explained after additional discussion with his client (Aris Group, LLC) he is prepared to increase the offer to the Planning Board from \$100,000.00 to \$125,000.00, as a one-time payment.

Ms. Ferrara noted that amount offered was different than what was discussed before. Mr. Key suggested he believes that there may not be a looming market struggle for the fifty-five and over housing. Mr. Key appreciated what he deemed to be a more reasonable number however agreed with Ms. Ferrara that the amount still seemed low. Mrs. Key felt the amount was light however recognized it as an improvement.

Mr. Massey reminded the Board, that they as a Board asked the Town Planner to seek price proposals for a Housing Production Plan and an Open Space & Recreation Plan; this was done and the funds offered would be sufficient to cover the costs for these important initiatives the Board identified. Mr. Massey suggests the Board can keep going back and forth but if we do not come to an agreement at some point the Developer may decide to hold the units. Mr. Massey is in favor of the \$125,000.00 amount instead of risking everything and losing it.

Mr. Bechtholdt reminded the Board that early on in the process the Planning Board discussed and established a methodology to determine a cost per unit and identified how the funds may be utilized; during the public hearing process the Planning Board reviewed and considered a number of options and valuation scenarios. Absent specific provisions (local) or a recognized formula for determining a cost per unit (affordable vs. market) the Planning office recommended that the Planning Board consider the costs associated to perform the initiatives described in memorandum dated April 07, 2014. Mr. Bechtholdt echoed Mr. Massey's recount of the hearing process noting that price quotes for the preparation of a Housing Production Plan and Open Space & Recreation Plan were collected; the amount of \$125,000.00 offered by Aris Group, LLC is sufficient to cover the cost and would provide funding for other initiatives as may be deemed appropriate by the Planning Board.

Mr. Bechtholdt recommended the Planning Board grant and issue the special permit modification in accordance with the Zoning Board's decision allowing for the removal of the affordability restriction with provision of a one-time donation as determined by Aris Group, LLC to be used for the preparation of a Housing Production Plan, Open Space & Recreation Plan and other planning related studies or initiatives determined by the Planning Board.

Mr. Bechtholdt also suggested as part of the condition of approval (Special Permit) the Planning Board require the Owner/Applicant to modify condominium documents, Deed Riders, etc. that may need to be amended as a result of the elimination of the three (3) affordable units. The cost associated with these modifications, if so required, shall be borne by the Owner/Applicant. Additionally, prior to the Issuance of Occupancy of the remaining unit(s), the Owner/Applicant shall provide the Inspector of Buildings (and Planning Board) with a copy of the recorded Special Permit (modification of) and a letter verifying that all related documents for Pine Knoll Condominium have been updated accordingly.

Mr. Key noted he would like the Board to set a timeframe to utilize funds; Mr. Bechtholdt suggested the Board could establish an action plan and discuss other potential initiatives at a future meeting. Mr. Massey sought additional comment from the public; having none the Planning Board upon motion duly made (Ferrara) and seconded (M. Key) closed the hearing.

Upon motion duly made (Ferrara) and seconded (C. Key) the Planning Board voted (4-0-1 [Murray abstained]) to grant special permit (modification) for senior living development known as Pine Knoll located within the Hemlock Estates subdivision. The Applicant (Aris Group, LLC) agrees to provide a one-time monetary

donation to the Town in the amount of \$125,000.00 thereby removing the affordability restriction on the three (3) units identified as 15 Hemlock Street, 25 Spruce Street and 49 Spruce Street. Said funds shall be utilized by the town for the purpose of (1) preparation of a Housing Production Plan; (2) preparation of an Open Space & Recreation Plan and (3) other planning related studies and or initiatives as determined appropriate by the Planning Board.

Mr. Bechtholdt advised the Board of the appeal period (20-days from the date of filing decision with Town Clerk) and indicated that he would prepare the Special Permit decision and shall look to coordinate signing the decision with the Planning Board.

Mr. Murray returned to the Planning Board meeting.

OLD / NEW BUSINESS

Approval of Meeting Minutes –June 09 & 23; July 28; August 25; & September 08, 2015
Planning Board tabled action.

2015 Fall Annual Town Meeting (FATM) –Tuesday, October 27, 2015 (7:00 PM)
Point of information –no discussion.

(Board of Selectmen meeting) Deane Way Vote to Layout –September 28, 2015
Point of information –no additional discussion (see agenda item above concerning Deane Way).

(CMRPC) Regional Freight Rail Business Roundtable –Thursday, October 08, 2015 (6-8PM)
Point of information –no discussion.

Economic Development –Zoning Public Workshop (Tuesday, November 10, 2015 6:00PM)
Mr. Bechtholdt explained that he would put together a public workshop notice, suggesting at the next meeting he would like the Board to review an outline in preparation for the scheduled workshop.

Highland Street Land Donation (2015 FATM Article #8) –Recommendation
Mike Staiti of WRT Management (Highland Street Land Associates) met with the Planning Board to answer any questions concerning the land donation article to be considered at the Fall Annual Town Meeting. Mr. Staiti provided a general overview of the subject property (multiple parcels ±50 acres), noting the Title is clean with no liens, etc. Mr. Staiti explained that through discussions with the Town Planner he understands prior to formal conveyance Town Counsel will perform a subsequent Title review. He noted he is not aware of any concerns. Mr. Staiti reviewed with the Board location of the subject parcels. Mr. Bechtholdt explained that the Conservation Commission has previously met and voted to support the land donation. Mr. Staiti provided a brief overview of the property history. *Upon motion duly made (Ferrara) and seconded (M. Key) the Planning Board voted (4-0) to recommend Article #8 –Highland Street land donation.*

Open Space & Recreation Plan Update –Scheduling of next meeting
No discussion

Subdivision/Site Developments –Status/Update(s)

Mr. Bechtholdt asked Mr. Howland (JH Engineering Group, LLC) to provide the Board with a brief overview of the subdivision developments (inspection of). Mr. Howland noted that he has not received any information or plan specific to the retaining wall for Carpenter Estates; reminding the Board that the wall requires a building permit and falls under the jurisdiction of the Building Inspector. Mr. Bechtholdt agreed and noted that any changes to the wall would also require review and approval by the Director of Public Works before issuance of a building permit. Mr. Bechtholdt indicated that he recently visited the site and observed that blocks and other material for the retaining wall were recently delivered to the site and suggested that perhaps the DPW Director has already reviewed and approved of the retaining wall change. Mr. Howland indicated that he is not licensed and will not perform the inspection of the retaining wall, suggesting before the Planning Board signs-off on the wall they receive a certification from a structural engineer. The Board will look to get a certification on its inspection of the wall prior to bonding the subdivision and again prior to consideration of street acceptance. Mr. Bechtholdt suggested he would arrange for another construction meeting with the developer, site contractor, DPW Director, Building Inspector and others to review the retaining wall. Mr. Murray recalled what was required at the previous construction meeting. Mr. Bechtholdt will contact the Developer to schedule a meeting. Mr. Howland indicated that the erosion control issues (siltation) with the Leonardo Estates subdivision have been addressed, noting the Developer has been very responsive in addressing comments, concerns and issues. Mr. Bechtholdt inquired about the concerns with the new alignment of Benson Road at the Highland Street intersection. Mr. Massey noted that he has received complaints from residents about the narrowing of Benson Road approaching the intersection. Mr. Massey explained that he spoke with the DPW Director who indicated that he looked at the intersection earlier that morning and will increase the width by 5-feet. Expressing discontent, Mr. Murray noted the DPW Director was the one who made the Developer narrow the road and the DPW Director was quite proud of it, boasting it was a good way to slow traffic down and make it a corner. Mr. Murray had told the DPW Director it was a poor example and would be problematic when larger vehicles (such as a school bus) can no longer make the turn. Mr. Massey mentioned that according to the DPW Director the roadway width will be corrected by the weekend. Mr. Bechtholdt credited the DPW Director for noting his mistake and correcting it. Mr. Key expressed concern with the DPW Director altering the alignment of a road without any oversight.

Green Meadow Court –Status/Update

No discussion.

Farnum Circle –Status/Update

Joyce Augustus & Kenneth Konicki of Farnum Circle met with the Planning Board. Mr. Bechtholdt offered a brief overview of the previous discussions. He reminded the Board that after the Planning Board's unsuccessful attempts to find a contractor for so-called Scenario 1 Ms. Augustus and Mr. Konicki requested the Board allow them an opportunity to solicit potential contractors for Scenario 1 before seeking bid estimates for a revised Scenario 2. Ms. Augustus provided the Board with an update on her efforts since the last meeting and reviewed proposal of work prepared by Morrisette & Son (electrical contractor) dated September 15, 2015 and revised September 21, 2015. Ms. Augustus noted she is still waiting to hear back from Charter (cable) and Verizon (telephone). Ms. Augustus also noted that she is waiting to hear back from a general contractor contacted earlier. Mr. Konicki reiterated that they are waiting to hear back from the excavator (contractor) and need to partner with the electrician. Variables remain as to where cable and telephone runs underground and if there is conduit available to connect from the road to both homes. Mr. Bechtholdt reminded Ms. Augustus that Mr. Murray mentioned at a previous meeting that he spoke with the

original developer who indicated he believed everything was set up accordingly and just needed to be pulled. Mr. Murray expressed concerns of existing boulders that may be located within the vicinity of the proposed trench (underground utility along driveway) and suggested any bid estimates for excavating, etc. should be a flat fee. Mr. Key suggested Ms. Augustus contact the Town Manager's Office to get a contact for Charter Communications rather than calling the 1-800-number. Ms. Augustus noted that she will once again reach out to an electrician and contractor and thanked the Planning Board.

Mail –Review

In addition to the mail listed (attached) the Planning Board noted receipt of the following communications: September 22, 2015 agenda; Draft Agendas for the October 13, 2015, October 20, 2015, and November 10, 2015 meetings; Email dated September 17, 2015 to Planning Board from Town Planner regarding September 22, 2015 Agenda updates; Letter dated August 26, 2015 to Town Clerk with a cc: to Applicant / Engineer, NCC, Fire, Town Manager/BOS, BOH, DPW Highway, JH Engineering, Building Inspector, DPW Sewer and WWC from Town Planner concerning Douglas Road Continued Public Hearing; Site Development Plan of Composting Facility at 279 Douglas Road; Public Meeting Notice for the Layout of Deane Way (Hillside Garden Estates); Memo dated September 15, 2015 to the Town Planner from Exec. Asst. to the Town Manager regarding Intent to Lay Out Deane Way, Layout Plan of Deane Way; Description of Deane Way; Description of Lot 1 Drainage Easement; Description of Lot 2 Drainage Easement; Description of Lot 10 Drainage Easement; As-Built Plan of Deane Way; Deane Way (Hillside Garden Estates) Street Acceptance Checklist; Letter dated September 14, 2015 to Town Planner from Treasurer / Collector regarding Deane Way; Email dated September 10, 2015 to Town Planner from Fire Chief regarding Deane Way Fire Hydrant Certification; Document dated July 22, 2015 prepared by Town Planner regarding Hillside Garden Estates (Deane Way) Walk-thru; Letter dated August 6, 2015 to Town Planner with a cc: to NCC, DPW Director, DPW Sewer Super., WWC, and Fire Chief from JH Engineering regarding Hillside Garden Estate Deane Way Street Acceptance; Email dated August 25, 2015 to Town Planner with a cc: to Town Manager and Town Counsel from Town Counsel regarding Deane Way; Email dated September 16, 2015 to Hillside Garden Estates LLC with a cc: to Town Planner from DPW Director regarding Deane Way; Email dated September 15, 2015 to DPW Highway with a cc: to Hillside Garden Estates LLC and Planning Board Chair from Town Planner regarding Deane Way Street Acceptance Outstanding Issues; Email dated September 17, 2015 to Hillside Garden Estates LLC from Town Planner regarding Deane Way; Finance Committee Meeting Agenda dated September 23, 2015; Presidential Farms Proposal by Site Specifics, LLC dated September 10, 2015; Memo dated September 17, 2015 to Planning Board from Town Planner concerning Pine Knoll Modification of Special Permit; Memo dated April 7, 2015 to Planning Board with a cc: to Owner / Applicant and Building Dept. from Town Planner concerning Pine Knoll Special Permit Modification; Letter dated June 22, 2015 to Planning Board from Wickstrom Morse LLP concerning the Modification of Special Permit for Pine Knoll Condominiums; Public Meeting Notice for Layout of Deane Way; Memo dated September 11, 2015 to Town Manager from Town Planner regarding 2015 Regional Freight Rail Business Roundtable Event; Letter dated July 14, 2015 to Town Planner from WRT Management concerning Granite Hills Land Donation; Plan of Highland Street dated July 14, 2015; Email dated September 11, 2015 to Town Planner, Town Manager and Exec. Asst. to Town Manager from Town Counsel regarding 2015 Fall Annual Town Meeting Draft Warrant; Email dated September 15, 2015 to Town Planner with a cc: to DPW Highway Super., Building Inspector, Planning Board Chair, JH Engineering, and Planning/Conservation Admin. Asst. from Town Planner concerning September 09, 2015 site visit report for Carpenter Estates; Letter dated September 14, 2015 to Town Planner with a cc: to NCC, DPW Sewer Super., DPW Director, WWC and Fire Chief from JH Engineering Group concerning Carpenter Estates Construction Observation Report; Letter dated September 11, 2015 to

Town Planner with a cc: to NCC, DPW Sewer Super., DPW Director, WWC, and Fire Chief from JH Engineering concerning Carpenter Estates Construction Observation Report; Email dated September 16, 2015 to Terreno Realty, DPW Director, DPW Highway Super., WWC, and DPW Sewer Super. with a cc: to JH Engineering, Planning Board and Planning Office from Town Planner regarding Leonardo Estates Site Visit Report; Letter dated September 15, 2015 to Town Planner with a cc: to NCC, DPW Sewer Super., DPW Director, WWC, and Fire Chief from JH Engineering concerning Leonardo Estates Construction Observation Report; Draft Project Scope and Memorandum of Understanding to Town Planner from CMRPC regarding Trail and Canoe Launch Grant Application LPA Project; 2015 Planning Board Meeting Schedule and Draft Conceptual Plan of Proposed Recreation Area for Parcel D Presidential Farms.

Other

Mr. Bechtholdt explained to the Board that he is in receipt of two letters from J&F Marinella dated September 22, 2015 for the Camelot and Hemlock Estates subdivisions. Mr. Bechtholdt reminded the Planning Board that back in July 2014 the Board allowed for the issuance of building permits for four (4) lots within Camelot restricting occupancy until such time the Developer secured a performance guaranty and the lots were released from the Covenant. Mr. Bechtholdt explained that the Developer did secure the additional construction and had three of the four lots released; J&F Marinella is now looking for release of the fourth lot (Lot #31 –Joseph Circle). Mr. Bechtholdt explained that it is his understanding, through discussions with Joe Marinella that the water, sewer, gas and electrical have all been extended through to Lot #31, however the roadway binder does not extend through the entirety of the lots frontage. Mr. Bechtholdt mentioned that he spoke with the Building Inspector regarding this, noting the Inspector did not note specific concerns. Mr. Bechtholdt explained the pavement is short twenty to thirty-feet and is not currently bonded. Mr. Bechtholdt noted that Mr. Marinella is not present for the meeting read J&F Marinella letter received/dated September 22, 2015. Mr. Massey explained that he visited the site prior to the meeting and noted that the pavement (roadway) is 4 to 5-feet short of the driveway. After general discussion and noting concern with releasing a lot prior to bonding, etc. the Planning Board tabled action to its next meeting (October 10, 2015). Mr. Bechtholdt will advise Mr. Marinella that the roadway needs to be paved through the entirety of its frontage and properly bonded before the lot is to be considered for release. Mr. Bechtholdt explained in JH Engineering report for Hemlock Estates Mr. Howland noted a shed and fence was recently installed by a homeowner blocking the access easement to the detention basin. Mr. Bechtholdt explained that he spoke with Joe Marinella, who received a copy of JH Engineering's report, noting Mr. Marinella confirmed that the easement was recorded and the he would speak to the homeowner. Mr. Howland clarified that this information was provided in an email and not included in a report. Mr. Murray expressed concerns with the recent installation of the mailboxes along Sutton Street, noting he spoke with the DPW Director alerting him that the placement within the new sidewalk will conflict with ADA standards (minimum 36-inch clearance) to which the Director disagreed. Mr. Murray explained a situation he observed where someone pushing a double stroller had to pick it up off the sidewalk to maneuver around the mailboxes. Mr. Bechtholdt questioned the placement of the crosswalk at Gendron Street and Sutton, noting the Board had discussion previously with the Developer and his engineer for Hemlock Estates about the planned location for the Sutton Street Improvement Project; suggesting perhaps that too has changed. Mr. Bechtholdt explained to the Board that the town has received a number of inquiries about the properties along Leland Street, Church Street and Providence Road where a forest cutting plan has been filed with the State (DCR –Department of Conservation & Recreation); this activity will be overseen by the State with copy of the forest cutting plan provided to the Conservation Commission. Mr. Bechtholdt suggested if Board members received questions from residents have them contact the Conservation Commission for contact

information. Mr. Bechtholdt explained in addition to the letter for Camelot (discussed above) he received a similar letter for Hemlock Estates dated September 22, 2015. Noting the need to bond the roadway and receipt of additional information the Planning Board took no action at this time; Board members expressed their desire (once again) to have Joe Marinella attend a Board meeting for discussions and consideration. Mr. Bechtholdt indicated that he met with Eric Smith (CMRPC) and Glenn Krevosky on behalf of 2040 Providence Road and the planned submission of a Trail Grant. Mr. Bechtholdt shared with the Board a draft scope of work for CMRPC to prepare the grant application. Mr. Bechtholdt suggested he would prepare the Planning Board reports (2015 FATM articles) for review at the next scheduled meeting. Planning Board members endorsed the street acceptance/layout plan for Deane Way.

ADJOURNMENT

Having no additional business the Planning Board adjourned its meeting of Tuesday, September 22, 2015 at or about 9:35 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk