



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, November 24, 2015

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

The following members of the public were in attendance: John Barges, Bill Renaud and John Shevlin

I. CITIZENS FORUM

None

II. 2239-2249 PROVIDENCE ROAD –REVIEW/DECISION

Form A (81-P) plan

Planning Board tabled action requesting that a representative attend on behalf of the application to review the ANR plan with the Board. This matter shall be included on the next Planning Board agenda scheduled for December 08, 2015.

III. HILLSIDE GARDEN ESTATES (Deane Way) -PUBLIC HEARING

Final Bond Release / Certificate of Completion

Mr. Bechtholdt indicated that the notice of the public hearing requirements had been satisfied. Chairman Massey read the public hearing notice: "In accordance with the provisions of Subdivision Rules & Regulations Section 222-9 M [Release of performance guaranty], the Planning Board shall hold a public hearing on Tuesday, November 24, 2015 at 7:05 PM, Selectmen's Chambers of the Northbridge Memorial Town Hall (7 Main Street, Whitinsville, MA 01588) to consider the Certificate of Completion and Release of Municipal Interest of John Barges, Hillside Garden Estates, LLC for subdivision known as "Hillside Garden Estates" (Deane Way). A copy of the as-built plan and certifications are on file with the Town Clerk (7 Main Street) and Planning Office (14 Hill Street) and may be reviewed during normal office hours. The purpose of this hearing is to provide an opportunity for public comment, anyone wishing to be heard should attend said hearing at the time and place designated." Upon motion duly made (Murray) and seconded (M. Key) the Planning Board opened the public hearing.

John Barges, Developer (Hillside Garden Estates, LLC) reviewed letter dated October 23, 2015 requesting formal release of the performance guaranty held for Deane Way. Mr. Bechtholdt reminded Board members that as a result of action taken at the 2015 Fall Annual Town Meeting Deane Way and the Board of Selectmen's vote to accept Deane Way as a public way it would be appropriate at this time to release the performance bond held. Mr. Bechtholdt noted that the Planning Board is in receipt of the layout plans, as-builts, certifications from the engineer, as well as, correspondence from municipal departments in support of the release.

45 Planning Board reviewed Form O [Certificate of Completion and Release of Municipal Interest in Subdivision
46 Performance Security] prepared by the Community Planning & Development Office for Hillside Garden
47 Estates. Mr. Key asked if all departments had provided input. Mr. Bechtholdt explained that
48 correspondence from the Board of Health was not applicable as the subdivision is serviced by municipal
49 sanitary sewer. Mr. Bechtholdt noted that the Building Inspector is to provide a letter confirming that all lots
50 satisfy zoning per Section 222-9 M [Release of performance guaranty] of the Subdivision Rules & Regulations
51 (reference made to memorandum dated November 18, 2015). Mr. Key would like to approve request
52 (release) pending receipt of letter from the Building Inspector.

53

54 After seeking input from the public the Planning Board closed the public hearing. *Upon motion duly made*
55 *(Murray) and seconded (Ferrara) the Planning Board voted (4-0) to grant final bond release and issue*
56 *Certificate of Completion and Release of Municipal Interest for Hillside Garden Estates subdivision*
57 *development in accordance with Section 222-9 M [Release of performance guaranty] of the Subdivision Rules*
58 *& Regulations subject to the receipt of letter from the Building Inspector.*

59

60 Mr. Bechtholdt explained that he will have the Planning Board sign the Form O for Hillside Garden Estates
61 however will not release it to Mr. Barges for recording (Worcester Registry of Deeds) until such time the
62 Building Inspector provides his letter confirming zoning.

63

64 **IV. MAIN STREET Assessors Map 2 Parcel(s) 36, 37 & 45 -CONT. PUBLIC HEARING**

65 Special Permit [§173-47 B.2 -Planned Business Development]

66 Site Plan [§173-49.1 –Site plan review by Planning Board]

67

68 Chairman Massey noted once again that Cindy Key, Associate Member, shall participate in the review as a
69 voting member for the special permit.

70

71 Eric Bazzett, Heritage Design Group provided the Planning Board with an update noting based upon the last
72 meeting the site layout (access/egress) has been altered to address the concerns of the Planning Board. Mr.
73 Bazzett reviewed with the Planning Board conceptual plan showing a wider curb cut along the westerly-side
74 of the property and a revised access/egress to the east. Mr. Bazzett also noted the underground fuel tanks
75 have been shifted over slightly, as well as the diesel pumps to improve turning movements within the site.

76

77 Mr. Bazzett distributed copies of the Traffic Impact Analysis prepared by PARE Corp. dated November 09,
78 2015. John Shevlin of PARE Corp. reviewed with the Planning Board findings of the traffic study noting no
79 capacity, sight distances or stopping distance issues. Mr. Shevlin briefed the Board on the traffic data
80 collected, the existing conditions, build/no-build scenarios, and projected trip generation (AM-peak/PM-peak
81 hour). Mr. Shevlin concluded presentation noting impacts will be minimal and that the sightlines and
82 stopping distances meet or exceed the AASHTO requirement minimums.

83

84 Mr. Key sought clarification on the trip-generation data: 38% in AM and 44% in PM (new traffic) and the
85 traffic delay computation of 19 seconds (exiting the site). Mr. Murray inquired about pedestrian traffic and
86 potential impacts (sightlines) of the right-turn-only egress driveway near Lake Street. Mr. Murray
87 questioned if the existing crosswalk should be relocated; Board members agreed and asked the
88 Applicant/Engineer to provide a recommendation to relocate the pedestrian crosswalk at Lake Street/Main
89 Street. Mr. Bechtholdt noted the Safety Committee had similar concerns. Mr. Bechtholdt suggested that
90 the Applicant/Engineer provide the Board with an analysis to relocate the crosswalk, stating it should be

91 researched and validated by a professional to determine the optimal and safest location. Mr. Bechtholdt
92 explained that the Safety Committee shall conduct a follow-up review of the site development plan, at which
93 time information concerning the relocation of the crosswalk should also be presented. Mr. Shevlin agreed to
94 work with Heritage Design Group to evaluate the relocation of the existing pedestrian crosswalk.

95

96 Mr. Murray asked Mr. Bazzett to show the location of Lake Street on future drawings. Mr. Murray inquired
97 about the existing utility poles on Main Street; Mr. Bazzett reviewed with the Board locations noting the
98 poles will remain at their existing locations; turning movements and sightlines are not compromised. Mr.
99 Key asked about the total number of visitors per day (approx. 1200). Mr. Murray inquired about the
100 proposed gate to/from CoreMark; Mr. Bazzett explained that it would be a secured gate.

101

102 Mr. Murray asked about the planned landscaping along the easterly-side of the property; Mr. Bazzett
103 reviewed site plan. Mr. Murray asked if the access (at Water Street) could be widened; Mr. Bazzett indicated
104 that there will be some improvements within the area and could accommodate a wider area and provisions
105 for snow storage. Mr. Murray asked that the existing Water Street sign be relocated.

106

107 Mr. Bechtholdt asked Mr. Bazzett to provide the Planning Board with an overall update on the status of the
108 site development plan. Mr. Bazzett explained that they are preparing an off-site drainage analysis to
109 determine the size of their stormwater basin. Mr. Bazzett also indicated that they may look to seek waivers
110 from certain design standards and provisions of the RT 146 Overlay District, a requirement of the Planned
111 Business Development bylaw. Mr. Bechtholdt noted the Board may have some discretion and asked Mr.
112 Bazzett to provide the Planning Board with a letter detailing exactly what requirements they seek relief on
113 and the Board will review and discuss at its next meeting.

114

115 Mr. Bechtholdt asked Mr. Bazzett about timing and coordination in scheduling the next hearing date. Mr.
116 Bazzett indicated that they will be ready to meet with the Safety Committee for their December meeting.
117 Planning Board acknowledged receipt of the following: Community Planning & Development memorandum
118 dated October 29, 2015; Heritage Design Group response letter dated October 30, 2015 (Planning); Heritage
119 Design Group response letter dated October 13, 2015 (JH Engineering); and Heritage Design Group response
120 letter dated October 13, 2015 (Planning).

121

122 Mr. Bazzett explained that once they finalize the designs for the storm basin and other site features Heritage
123 Design Group will provide follow-up response letters describing and confirming the changes made to the
124 plans. Mr. Bechtholdt asked the Applicant/Engineer if they felt they would be ready for a meeting in
125 December or January. Mr. Bazzett requested the public hearing be continued to the Planning Board's
126 January meeting.

127

128 William Renaud suggested if things do not materialize and they are not ready for January 12, 2016 they will
129 let the Town Planner know. Mr. Bechtholdt noted that the Board has more or less been on a holding pattern
130 waiting for the Applicant/Engineer and feels a meeting on January 12th could be productive if a letter from
131 Heritage Design Group is prepared detailing potential waivers and relief from the Planned Business
132 Development provisions. Mr. Bechtholdt reviewed with the Planning Board expectations for the next
133 meeting. Mr. Massey would like to review waiver requests at the next meeting; Mr. Murray and other
134 members agreed. Mr. Bechtholdt asked Mr. Bazzett to prepare a waiver request letter to be reviewed at
135 the next scheduled meeting.

136 *Upon motion duly made (M. Key) and seconded (Murray) the Planning Board voted (5-0) to continue the site*
137 *plan and special permit review to Tuesday, January 12, 2016 (7:05PM –Town Hall).*

138

139 **V. WHITINSVILLE CHRISTIAN SCHOOL –CONT. PUBLIC MEETING**

140 Site Plan [§173-49.1 –Site plan review by Planning Board]

141

142 The Planning Board acknowledged receipt of the following: Andrews Survey & Engineering, Inc. response
143 letter dated November 16, 2015, correspondence dated November 04, 2015 from the Department of Public
144 Works –Sewer Division, Conservation Commission memorandum dated October 28, 2015, letter dated
145 October 19, 2015 from the Building Inspector, email communication received October 30, 2015 from
146 Whitinsville Water Company, copy of Technical Review meeting notes of October 28, 2015, JH Engineering
147 Group report dated October 24, 2015, Community Planning & Development office memorandum dated
148 October 30, 2015, and draft conditions of approval prepared by Community Planning & Development.

149

150 As a result of the lack of representation on behalf of the application (Applicant/Engineer) the Planning Board
151 continued its review.

152

153 *Upon motion duly made (Murray) and seconded (M. Key) the Planning Board voted (4-0) to continue the site*
154 *plan to Tuesday, December 08, 2015 (7:05PM –Town Hall).*

155

156 **VI. SUBDIVISION RULES & REGULATIONS -CONT. PUBLIC HEARING**

157 MGL CH 41 81Q (Amendments)

158

159 Chairman Massey asked the Town Planner to provide the Board with an overview. Mr. Bechtholdt provided
160 the Board with an outline of discussion topics which included street trees, grass strip and island cul-de-sac.
161 Mr. Bechtholdt noted at the last meeting the Planning Board reviewed existing examples in Northbridge and
162 in Sutton (location of street trees and island cul-de-sac). Mr. Key, Mr. Murray and Mr. Massey indicated they
163 visited a number of sites.

164

165 Mr. Bechtholdt explained the required street trees within the subdivision in Sutton (Jared Drive & Jenna
166 Lane) are located outside of the grass-strip along the backside of the sidewalk approximately 12-feet from
167 the edge of roadway. Mr. Bechtholdt noted that the subdivision also includes a large cul-de-sac island, much
168 larger than any reviewed in Northbridge. Mr. Bechtholdt reminded the Board that the DPW prefers the
169 trees to be located at the back of sidewalk, not within the grass strip and outside the right-of-way where the
170 individual homeowners would be responsible for their maintenance.

171

172 Mr. Murray noted that at the remaining portion of Fairway Drive (Shining Rock Golf Community) the Board
173 allowed for the street trees to be located behind the sidewalk as requested by the Department of Public
174 Works.

175

176 Ms. Ferrara noted the placement of street trees, if to be located outside of the grass strip would need to be
177 planted where they would not disturb any underground utilities. Mr. Massey noted the Board is also
178 considering increasing the road right-of-way so the street trees would remain within the R.O.W if located
179 along the backside out of the grass strip.

180

181 Mr. Massey polled the Board members as to what their thoughts were specific to the street trees. Mrs. Key
182 explained that the street trees should remain within the R.O.W, suggesting if the street trees are allowed to
183 be planted outside the right-of-way they no longer belong to the town and a homeowner could decide to
184 remove them. Mr. Key felt if the Board widened the grass strip the street trees should remain within the
185 grass strip. Mr. Massey indicated that he visited the subdivision in Sutton which he liked and drove around
186 Northbridge including Reservoir Heights which has the street trees in the grass strip; felt the trees look good,
187 healthy and seems to work (nice canopy, no sidewalk disturbance). Mr. Massey explained that he would be
188 in favor of increasing the grass strip and keeping the street trees in the strip; likes the look for consistency.

189
190 Planning Board considered the idea of increasing the grass strip from 4-feet to 5-feet and increasing the
191 right-of-way width from 40-feet to 50-feet for minor/secondary streets. The Board discussed placement of
192 utilities; typically on the sidewalk side and may be under the sidewalk. Mr. Bechtholdt suggested that he
193 liked the idea of increasing the width of the ROW from forty to fifty-feet, but questioned if relocating the
194 street trees 6-inches (from 2-feet to 2½-feet) would be enough to address concerns of the DPW.

195
196 The Board contemplated where the street trees should be located (1) within a wider grass strip or (2) behind
197 the sidewalk at the edge of the right-of-way and the width of the grass strip. Mr. Murray indicated that he
198 spoke with a State Engineer working on the Sutton Street project who suggested to him that the
199 replacement trees have been planted back from the roadway to ensure survival noting chemicals used to
200 clear the roads during winter will destroy the trees. Mrs. Key felt if that is true she and others will look to the
201 state to change the type of chemicals used; trees are an important resource which we need to sustain life.

202
203 Mr. Bechtholdt suggested if the Board locates the trees behind the sidewalk the streetlights could occupy
204 the grass strip area. Mr. Key stated for the record that he was opposed to planting the street trees behind
205 the sidewalk and would support widening the grass strip. Mr. Massey indicated that he liked the uniformity
206 of Reservoir Heights. Mrs. Key agreed suggesting it added an aesthetic quality to the neighborhood having a
207 tree canopy along the roadway. Mr. Murray suggested placing the trees 13-feet from the curb both sides of
208 the roadway so it is uniform along the roadway.

209
210 After more general discussions and additional back and forth opining on widths of the right-of-way, location
211 of utilities, width of the grass strip, root ball width, etc. the Chairman sought a position of the Planning
212 Board.

213
214 Mr. Murray made a motion and Ms. Ferrara seconded that the Board standardize the placement of the
215 required street trees at 12-feet from edge of curb (both sides) within the right-of-way. Mr. Key questioned if
216 planted behind sidewalk what would happen to the trees when the homeowners decide they are theirs. Mr.
217 Murray believed homeowners would not remove the trees and if so because they are to be located within
218 the right-of-way the town would have recourse for the homeowner to replace them. The motion did not
219 carry by a vote of 2-2 (Massey and Key opposing).

220
221 Board members agreed to increase the right-of-way for minor/secondary streets from 40-feet to 50-feet and
222 the elimination of footnote 4. The Board discussed the option of reducing the size of the landscape island
223 however was not in support of eliminating the island. Mr. Massey felt the size of the cul-de-sacs within
224 Presidential Farms was too small. Mr. Bechtholdt suggested it was his understanding that the Fire
225 Department reviewed the size of the islands and turning movements of their emergency vehicles. Mr. Key

226 liked the idea of reducing the size of the cul-de-sac to reduce that amount of impervious area. The Town
227 Planner will provide the Board with examples of the size of cul-de-sacs and standards from other towns to
228 determine what size (diameter) is appropriate. Planning Board expressed its support to allow for sloped-
229 granite curbing within the cul-de-sac.

230

231 *Upon motion duly made (Murray) and seconded (Ferrara) the Planning Board voted (4-0) to continue the*
232 *public hearing to Tuesday, December 08, 2015 (7:15PM –Town Hall).*

233

234 **OLD / NEW BUSINESS**

235

236 Approval of Meeting Minutes – June 09; September 22; October 20; & November 10, 2015

237 Mr. Bechtholdt explained that through discussions with the Town Clerk the Planning Board may vote to
238 accept the meeting minutes of June 09, 2015; *upon motion duly made (Key) and seconded (Ferrara) the*
239 *Board voted (4-0) to accept the meeting minutes of June 09, 2015 as amended.* Planning Board tabled action
240 regarding meeting minutes of September 22, 2015. *Upon motion duly made (Key) and seconded (Ferrara)*
241 *the Planning Board voted (3-0-1 [Murray abstained]) to accept the meeting minutes of October 20, 2015 as*
242 *amended. Upon motion duly made (Murray) and seconded (M. Key) the Planning Board voted (3-0-1 [Massey*
243 *abstained]) to accept the meeting minutes of November 10, 2015.*

244

245 Planning Board Meeting December 22, 2015 –Vote to Cancel

246 *Upon motion duly made (Murray) and seconded (M. Key) the Planning Board voted (4-0) to cancel its meeting*
247 *of Tuesday, December 22, 2015.*

248

249 Subdivision/Site Developments –Status/Update(s)

250 Mr. Bechtholdt briefed the Board on the status of Leonardo Estates noting that the developer continues to
251 coordinate water installation (need for a pressure valve, etc.) with the Water Company and DPW. Mr.
252 Bechtholdt explained that he had planned to conduct a site visit with the DPW Director and Highway
253 Superintendent however was postponed. Mr. Bechtholdt noted the remaining portion of Fairway Drive
254 (Shining Rock Golf Community) was recently paved; JH Engineering will provide a report to the Planning
255 Board.

256

257 Open Space & Recreation Plan -Update

258 Mr. Bechtholdt informed the Board that the Board of Selectmen at its meeting of December 07, 2015 voted
259 to authorize the Planning Board to utilize a portion of the funds received by Aris Group, LLC to hire a
260 consultant to prepare the Open Space & Recreation Plan Update and the preparation of a Housing
261 Production Plan. Mr. Bechtholdt explained that the consulting services have been procured and contracts
262 have been drafted for Beals + Thomas, Inc. to prepare the Open Space & Recreation Plan and Karen
263 Sunnarborg to prepare the town's Housing Production Plan. Mr. Bechtholdt will continue to coordinate with
264 the Planning Board who will oversee the completion of the plans. Mr. Bechtholdt indicated that the amount
265 of \$73,500.00 remains uncommitted in the escrowed account for the Pine Knoll special permit modification.
266 Mr. Bechtholdt suggested the Board start to consider other possible initiatives such as zoning or a Master
267 Plan update.

268

269 Housing Production Plan –Update

270 See discussion item above.

271 Green Meadow Court –Status/Update

272 Tabled –no discussion

273

274 Mixed Use Bylaw –Outline/Review

275 Mr. Bechtholdt reminded Board members that he prepared some time ago a general outline of items to
276 consider when drafting a zoning bylaw. Mr. Bechtholdt suggested the Board should start to put something
277 together if they wanted a mixed use bylaw considered at the next Spring Annual Town Meeting (May 2016),
278 such as the redevelopment of 2040 Providence Road. Mr. Bechtholdt will look to the Planning Board as to
279 how and when they wish to proceed.

280

281 Zoning Workshop –Next Steps

282 Tabled –no discussion.

283

284 Mail –Review

285 In addition to the mail listed (attached) the Planning Board noted receipt of the following communications:
286 November 24, 2015 PB agenda; December 8, 2015 draft PB agenda; 2239-47 (& 2249) Providence Road
287 Checklist for Approval Not Required Plan; Assessor’s Map 22-A; Plot Plan of Providence Road; Public Hearing
288 Notice for Hillside Garden Estates Release of Municipal Interest; Form O Certificate of Completion and
289 Release of Municipal Interest in Subdivision Performance Security for Hillside Garden Estates (Deane Way);
290 Memo dated November 2, 2015 to Town Clerk from Town Planner regarding Hillside Garden Estates (Deane
291 Way) Release of Performance Guaranty); Letter dated October 23, 2015 to Planning Board from Hillside
292 Garden Estates, LLC regarding request to release the performance guaranty for Deane Way (Hillside Garden
293 Estates); Letter dated August 25, 2015 to Planning Board from Guerriere & Halnon, Inc. concerning Deane
294 Way; Letter dated August 25, 2015 to Planning Board from Guerriere & Halnon, Inc. concerning Deane Way;
295 Letter dated September 29, 2015 to Town Planner from Whitinsville Water Company regarding Hillside
296 Garden Estates Water Infrastructure; Email dated September 10, 2015 to Town Planner from the Fire Chief
297 regarding Deane Way Fire Hydrant Certification; Email dated September 22, 2015 to Town Planner and
298 Hillside Garden Estates, LLC with a cc: to DPW Highway Superintendent and Planning Board Chair from DPW
299 Director regarding Deane Way Street Acceptance; Letter dated August 6, 2015 to Town Planner with a cc: to
300 Conservation Commission, DPW Director, DPW Sewer Superintendent, Whitinsville Water Company and Fire
301 Chief from JH Engineering regarding Hillside Garden Estates (Deane Way) Road Acceptance; As-Built Plans of
302 Deane Way; Layout Plan of Deane Way; Memo dated November 18, 2015 to Building Inspector from Town
303 Planner regarding Deane Way, Hillside Garden Estates Release of Performance Guaranty & Conformance to
304 Zoning Bylaw; Memo dated October 29, 2015 to Heritage Design Group with a cc: to Planning Board from
305 Town Planner concerning Main Street Commercial Special Permit and Site Plan Review; Letter dated October
306 30, 2015 to Town Planner from Heritage Design Group concerning Main Street Commercial Site Plan Review
307 & Special Permit Modification; Letter dated October 13, 2015 to Town Planner from Heritage Design Group
308 concerning Main Street Commercial Site Plan Review Comments; Letter dated October 13, 2015 to Town
309 Planner from Heritage Design Group concerning Main Street Commercial Site Plan Review Comments; Letter
310 dated November 16, 2015 to Planning Office with a cc: to JH Engineering and Conservation Commission from
311 Andrews Engineering regarding Whitinsville Christian School Peer Review Comment Responses; Draft
312 Certificate of Approval for Whitinsville Christian School Fine Arts & Athletic Center; Memo dated November
313 4, 2015 to Planning Board from DPW Sewer Superintendent regarding Whitinsville Christian School Parking
314 Area & Fine Arts & Athletic Complex; Memo dated October 28, 2015 to Planning Board from Conservation
315 Commission regarding Whitinsville Christian School Site Plan Review; Letter dated October 19, 2015 to Town

316 Planner from Building Inspector regarding Whitinsville Christian School; Email dated October 30, 2015 to
317 Town Planner, Whitinsville Water Company, Planning Administrative Assistant, Fire Chief, Building Inspector
318 DPW Director, DPW Highway Superintendent, Board of Health Administrator, DPW Sewer Superintendent
319 with a cc: to Andrews Engineering & Planning Board Chair from Whitinsville Water Company regarding
320 Whitinsville Christian School Parking Area and Fine Arts & Athletic Complex; Technical Review Meeting Notes
321 dated October 28, 2015 for Whitinsville Christian School; Letter dated October 24, 2015 to Town Planner
322 with a cc: to Conservation Commission from JH Engineering regarding Whitinsville Christian School; Memo
323 dated October 30, 2015 to Planning Board & Andrews Engineering from Town Planner regarding Whitinsville
324 Christian School Site Plan Review; Whitinsville Christian School Site Plan Review Checklist; Subdivision Rules
325 & Regulations proposed amendments; Chapter 222 – Subdivision Rules & Regulations pages 1-5; Draft
326 Minutes of November 10, 2015; Email dated November 17, 2015 to Town Planner from DPW Sewer
327 Superintendent concerning Camelot Sewer Pump Station; Memo dated November 17, 2015 to Board of
328 Selectmen Chairman and Town Manager from Town Planner regarding Approval Agreement & Acceptance
329 for Pine Knoll Special Permit; Mixed Use Bylaw (things to consider when drafting); Planning Board Workshop
330 Zoning Economic Development – Strategies and Opportunities document; Letter dated November 10, 2015
331 to Planning Board from Andrews Engineering concerning Minor Modification to Site Plan Adjacent to 279
332 Douglas Road; Letter dated November 9, 2015 to Board of Selectmen Chairman from Executive Office of
333 Housing and Economic Development concerning 2015 MassWorks Infrastructure Program funding round;
334 2016 Planning Board Meeting Schedule.

335

336 Other

337 Planning Board noted receipt of letter dated November 10, 2015 from Andrews Survey & Engineering, Inc.
338 concerning 279 Douglas Road relocation of retaining wall (stormwater impacts). Planning Board
339 acknowledged receipt of letter from the MA Executive Office of Housing & Economic Development
340 concerning the non-selection of the 2015 MassWorks grant. Mr. Bechtholdt expressed his disappointment,
341 suggesting the town had a strong application. Mr. Bechtholdt added he was concerned with the process
342 noting the City of Gardner received two awards this year for two separate projects (happy for the City of
343 Gardner but disappointing for Northbridge). Board members suggested reaching out to our state
344 representatives. Mr. Bechtholdt indicated that he will look to coordinate a debriefing with the Director of
345 the MassWorks Program to see why Northbridge was not selected and how we may improve our chances
346 next round. Mr. Bechtholdt informed the Board that he met with Edward Renaud and Stephen O’Connell
347 last week to discuss the Puccio property one of the sites associated with the forest cutting plans. Mr.
348 Bechtholdt explained that the owners are looking to develop site however would require a zone change to
349 allow for the mixed use project contemplated (commercial and multi-family). Mr. Bechtholdt noted Mr.
350 Renaud suggested they could, as part of a project proposal offer to provide improved access to the upper
351 ballfields and set aside land for future considerations for a school. Mr. Bechtholdt noted that he has not
352 seen any formalized plans or anything conceptual as of yet and will update the Board when and if something
353 is presented to him. Mr. Bechtholdt informed the Planning Board that he met with Joe Marinella (J&F
354 Marinella Dev) last week specific to Hemlock Estates and the Board’s recent vote concerning the
355 performance bond and lot release. Mr. Bechtholdt acknowledged receipt of additional funds for the
356 performance bond (\$255,213.75) and receipt of the lot release fee of \$1,300.00. Mr. Bechtholdt explained
357 that Mr. Marinella was hopeful to also have the Planning Board reduce the performance bond held,
358 suggesting according to Mr. Marinella the subdrains and Pond #2 have been completed. Mr. Bechtholdt
359 explained to the Planning Board that after talking with Mr. Marinella he contacted JH Engineering Group to
360 inspect the work (subdrains & pond). Mr. Bechtholdt explained that JH Engineering Group visited the site

361 however was not aware that the subdrains were installed and would need to coordinate an inspection with
362 the developer as the subdrains are no longer visible and the catch basins are covered in asphalt. Mr.
363 Bechtholdt explained that JH Engineering was not comfortable at this time to recommend a reduction as
364 they need to verify the installation of the subdrains and would need to review as-built plans specific to the
365 construction of Pond #2. Mr. Bechtholdt explained that Mr. Marinella had planned to transfer funds (based
366 on the reduction) from Hemlock Estates to the Camelot subdivision bond (for the formal release of Lot #31).
367 Mr. Bechtholdt noted that JH Engineering will be meeting with Mr. Marinella this week/next to review the
368 subdrains and Pond #2. Mr. Murray and Mr. Massey recalled that the subdrains were installed some time
369 ago. Mr. Murray and Mr. Massey supported the idea of reducing the bond subject to the review and
370 confirmation of same by JH Engineering Group specific to the subdrains. Mr. Key expressed his
371 disappointment in the developer's continued lack of communication and coordination, suggesting everything
372 is last minute. Mr. Murray agreed. After reviewing the performance bond held and noting the need to
373 receive/review as-built plans for Pond #2 the Board considered reducing the bond amount for the subdrains.
374 *Upon motion duly made (Murray) and seconded (Ferrara) the Planning Board voted (3-1 [M. Key opposed]) to*
375 *reduce the performance bond held specific to the subdrains for Hemlock Estates subject to JH Engineering*
376 *Group review. Reference made to JH Engineering Group, LLC report(s) dated September 22, 2014 and*
377 *November 30, 2015 and Form G Performance Bond [Deposit of Money] dated November 18, 2014. Mr.*
378 *Bechtholdt advised the Planning Board of a CMRPC sponsored Planning Board forum for Thursday,*
379 *December 10, 2015 (1370 Main Street -Holden Fire Station).*

380

381 **ADJOURNMENT**

382

383 Having no additional business the Planning Board adjourned its meeting of Tuesday, November 24, 2015 at
384 or about 9:10 PM.

385

386 Respectfully submitted,

387

Approved by the Planning Board –

388

389 R. Gary Bechtholdt II

390 Town Planner

391

392

393 Cc: Town Clerk