



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, September 20, 2016

Planning Board members attended the Open Space & Recreation Plan Update Public Forum (6:00PM). Recognizing the presence of a quorum Chairman Brian Massey called the Planning Board meeting to order at or about 7:45PM with Pamela Ferrara, Harry Berkowitz and James Berkowitz in attendance. R. Gary Bechtholdt II, Town Planner was also present. Mark Key, Vice Chairman and Cindy Key, Associate Member were absent.

The following members of the public were in attendance: (none)

I. CITIZENS FORUM

None

II. FORM A

None

III. SCENIC ROAD PUBLIC SHADE TREES -REVIEW/DECISION

Tree Warden Request to Remove/Trim Trees

The Planning Board continued its discussion/consideration (from September 13, 2016) regarding the Department of Public Works' request (Tree Warden) to waive the public shade tree provisions [Scenic Roads] for two (2) trees located along Kelly Road and Cooper Road due to their condition and public safety concerns. Reference is made to DPW letter dated September 16, 2016.

Planning Board reviewed photographs of trees in question supplied by the Department of Public Works. Chairman Massey stated that he spoke with the Highway Superintendent who indicated to him due to the condition of the trees they are considered a safety hazard and will need to be taken down. Mr. Bechtholdt suggested if the Board is to grant request they should encourage the DPW to replace the trees.

Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted 4-0 to allow for the exemption as described by the Department of Public Works for the removal (cutting) of two (2) trees located along Kelly Road and Cooper Road.

Reference is also made to DPW memorandum dated August 31, 2016 and email communication(s) sent/received August 31, 2016 and September 14, 2016.

OLD / NEW BUSINESS

Approval of Meeting Minutes –July 28; August 23 & 30; and September 13, 2016

Planning Board tabled consideration of approval of meeting minutes.

2016 Fall Annual Town Meeting –Tuesday, October 25, 2016 (7:00PM)

Planning Board received copy of the Warrant articles. Mr. Bechtholdt noted that he and the Board's Chairman attended the Finance Committee of September 14, 2016 to review Planning Board articles.

September 27, 2016 Planning Board Meeting –Vote to Cancel

Upon motion duly made (P. Ferrara) and seconded (J. Berkowitz) the Planning Board voted (4-0) to cancel its meeting of September 27, 2016.

Subdivision/Site Developments –Updates

Planning Board briefly reviewed letters prepared by Community Planning & Development sent to the developers of Camelot, Hemlock Estates & Carpenter Estates subdivisions inviting them to attend the next scheduled meeting of October 11, 2016 and instructing them to provide written status reports, updated construction schedules, etc. in advance of the meeting. Planning Board noted developers for the Presidential Farms and Leonardo Estates subdivisions will be reviewed at its meeting of November 01, 2016. Mr. Bechtholdt noted that he also invited JH Engineering Group, LLC, the Board's consultant, to attend the meeting(s) as well. Mr. Bechtholdt informed the Board that in addition to contacting the developers the Planning office solicits comments from the various town departments to update the Board on any new or long-standing concerns. Mr. Bechtholdt reminded the Planning Board that the gravity sewer installation for Leonardo Estates did not allow for much elevation deviation, being a relatively flat grade/slope. He would like to see a written communication from the DPW-Sewer Division certifying that the sewer extension (along Highland Street) has been installed per the plan approvals, inspected and working as designed.

Planning Board Concerns –Discussion

Mr. Massey noted the developer for Leonardo Estates (Joseph Leonardo) continues to do a good job; he is pleased to see a developer follow direction and maintain a very clean and organized site.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Planning Board agenda(s) for September 20, 2016; October 11, 2016 and November 01, 2016; Open Space & Recreation Plan Update Public Forum flyer; DPW memorandum dated September 16, 2016 regarding public shade tree exemption; photographs of public shade tree at the corner of Kelly Road and Cooper Road and 458 Cooper Road; email communication to/from Town Planner and Highway Superintendent sent/received September 14, 2016; DPW memorandum dated August 31, 2016 regarding tree removal request; email communication from DPW Director and Highway Superintendent to Town Planner received August 31, 2016 regarding tree memorandum; copy of letter(s) dated September 14, 2016 to the developers of the Camelot subdivision, Hemlock Estates and Carpenter Estates; email communication from the Sewer Superintendent received September 16, 2016 regarding subdivision department reports; copy of the 2016 Fall Annual Town Meeting warrant; and the 2016 Planning Board meeting calendar.

Other

Planning Board noted receipt of Sewer Superintendent's email communication (received 09.16.2016) concerning outstanding issues regarding the Leonardo Estates, Hemlock Estates and the Camelot subdivisions. Mr. Massey will look to thank Mr. Kuras for his prompt reply and ask that he provide the Planning Board with separate written memorandums (on letterhead) for the file(s). Planning Board

90 members signed the Certificate of Action for Sunrise Estates, preliminary subdivision plan dated September
91 12, 2016.

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93 **ADJOURNMENT**

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95 Having no additional business the Planning Board adjourned its meeting of Tuesday, September 20, 2016 at
96 or about 8:05 PM.

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98 Respectfully submitted,

99 Approved by the Planning Board –

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101 R. Gary Bechtholdt II
102 Town Planner

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105 Cc: Town Clerk