



NORTHBRIDGE PLANNING BOARD
MINUTES
TUESDAY, November 14, 2023



Recognizing the presence of a quorum Rebecca Rushford, Chair, called the meeting to order at 7:00 PM, with the following other members in attendance: Michael Baker, and Michael Wilkes. Abdul Kafal, James Berkowitz, and Andrew Howden, Associate Member, were absent. R. Gary Bechtholdt, Planning & Community Development Director and Barbara Kinney, Administrative Assistant, were also present.

Attendees of the Public: Ralph Miller; Joe Marinella, J & F Marinella Development Corp; Eric Voellings.

I. CITIZENS FORUM

None

II. FORM A'S

None

III. HEMLOCK ESTATES SUBDIVISION -REVIEW/DISCUSSION

Status Update & Construction Schedule (Hemlock Street & Fir Hill Lane)
J & F Marinella Development Corporation

G. Bechtholdt explained that a technical review meeting was held with various departments to prepare for tonight's meeting including what the status of the subdivision is and what the remaining punch list items are that need to be completed. This is an opportunity for the developer to address any concerns the Planning Board may have and what the timeframe is to complete the subdivision. The process is for the developer to complete the subdivision addressing any outstanding items. Once the items have been completed and the various departments are satisfied, the developer will offer the subdivision for street acceptance to the Planning Board. If the Planning Board is satisfied that all items are completed on the street acceptance checklist, the Planning Board will sponsor an article on the Town Meeting warrant for street acceptance. The voters will then decide whether to accept the street as a town road.

Joe Marinella explained that a fire alarm box was installed but it was never operational. The Fire Department no longer uses fire alarm boxes, so it needs to be removed even though it was required in the conditions of approval (reference made to letter from Fire Chief). Some items on the Department of Public Works list have been completed and J. Marinella is working on the rest (reference made to memo dated October 24, 2023 from Department of Public Works Director). The base for the streetlight has been installed and the Department of Public Works is coordinating with National Grid to install the light because the Town is now purchasing the lights and is waiting on National Grid. J. Marinella expects to have the sidewalk repairs completed by April 30, 2024, the four (4) street trees planted that are missing by May 31, 2024, the detention pond(s) completed by May 31, 2024 by adding more riprap. The water bars are working. He has cleaned the grass clippings from the invert that was dumped there. The curbing at the construction entrance has been removed. The sidewalk/driveway on Fir Hill Lane will be repaired to meet Americans with Disabilities Act standards. J. Marinella has spoken with the Sewer Superintendent and is now using the same

company that services the Town for the pump station (with reference to memo dated October 25, 2023 from Sewer Superintendent). The components will be the ones that the Sewer Superintendent prefers. The pump station has been serviced and cleaned. The area around the pump station will be cleaned-up before it is needed for snow storage. J. Marinella is now waiting for comments from the Whitinsville Water Company and G. Bechtholdt will also reach out to the water company to follow up as to when we can expect the comments. J. Marinella will submit an updated construction schedule to the Planning Board soon.

Eric Voellings, 129 Fir Hill Lane, was present tonight to listen and find out when a resolution would be happening. The plan is to do the work next spring and request street acceptance at the Fall Annual Town Meeting. E. Voellings then wanted to know who owns the land that is sinking around the fire hydrant. It was explained that it is part of the right-of-way of the roadway and J. Marinella will raise the hydrant and regrade the area to fix that problem.

Ralph Miller, 151 Fir Hill Lane, commented on the 20% asphalt curbing and the 80% granite curbing that looks funny to him. A waiver was requested, and the Department of Public Works was fine with the change, so the Planning Board granted the waiver to have cape cod berm (asphalt) in that 20% section of the roadway. He then wanted confirmation of when the project would be completed by. The project should be completed by next summer (June/July 2024).

IV. CAMELOT ESTATES SUBDIVISION (PHASE 1A & 1B) -REVIEW/DISCUSSION
Status Update & Construction Schedule (Rebecca Road & Joseph Circle)
J & F Marinella Development Corporation

This project is similar to the Hemlock Estates discussion above except that this project is a phased development. Joe Marinella is responsible for Phases 1A (Rebecca Road to Joseph Circle) and 1B (Joseph Circle). Phases 2-4 will be completed by other developers. Phases 1A & 1B include the pump station. J. Marinella explained that he is working from the old list that the Whitinsville Water Company provided, and some items have been completed. He is waiting for the new list from Whitinsville Water Company. The two (2) fire hydrants will be raised before the end of this year (around December 15, 2023) (reference made to a letter from Fire Chief). The fire hydrant at the corner of Genivieve Drive and Rebecca Road will be changed this week by J. Marinella even though it is not technically part of Phase 1A or Phase 1B. The streetlight at the corner of Hill Street and Rebecca Road will be installed on the electric pole on Hill Street because it is a better location for the intersection and better for the plow trucks (reference made to memo dated October 23, 2023 from Department of Public Works Director). The streetlight at the corner of Genivieve Drive was fixed today even though it is not part of Phase 1A or Phase 1B. The sidewalks repairs will be completed by July 15, 2024. There is an electric box that is too high and rather than lowering the box, the concrete around the box will be redone to slope up to the box to eliminate the trip hazard and will be completed by April 30, 2024. The Department of Public Works has approved this change. The ponds will be mowed, and maintenance done by May 15, 2024. The catch basins will be cleaned on Rebecca Road between Grace Street and Joseph Circle and the missing hoods installed by next spring. J. Marinella will submit an updated construction schedule to the Planning Board soon.

J. Marinella is working with the owner(s) to address the parking requirement on the pump station property. An Approval Not Required (ANR) plan will be coming to move the lot lines so the parking can be placed next to the pump station with access from Grace Street. The pump station has some minor concerns, per J.

Marinella. The screening/landscaping needs to be completed with plantings and will probably be arborvitaes.

OLD/NEW BUSINESS

Approval of Meeting Minutes -October 10, 2023

Upon motion duly made (M. Wilkes) and seconded (M. Baker), the Planning Board voted 3-0 to approve the minutes of October 10, 2023.

MGL Chapter 41 Section 81D -Comprehensive Master Plan

At the next meeting, the Planning Board will discuss the game plan to produce the updated Master Plan.

Master Plan Update Committee -Announcement & Volunteers

The Board of Selectmen will need to do a public announcement that the Town will be updating their Master Plan and is seeking volunteers to form a committee to undertake the task.

MBTA Communities Zoning Compliance -Status of Approval (State)

The Town has not received a response yet from the State and G. Bechtholdt will follow up with Central Massachusetts Regional Planning Commission regarding the response.

2023 Housing Production Plan -Status of Approval (State)

The State provided comments back to Pioneer Valley Planning Commission requesting more information. Pioneer Valley Planning Commission will be resubmitting the Housing Production Plan this week with the changes to the State for approval.

Providence Road Overlay District -Draft Zoning Provisions

The Planning Board decided to focus their attention on the draft overlay district at their next meeting.

Site Plan/Subdivision Developments -Status

Moon Hill Estates has the cisterns installed but confirmation is needed that they are operational before housing occupancies are issued. There have been erosion control issues in the past with sediment flowing onto the roadway but there were no houses built at that time. The erosion control issues cannot happen again, especially once residents start living in the subdivision. Status quo on the rest of the subdivisions.

Stone Hill Development -Buffer Zone

Two (2) concerns have been brought to the attention of the Building Inspector. The first one is regarding the cutting down of trees at the top of the project within the buffer zone and the contractor will be planting additional trees to replace the ones that have been cut. The other concern is on the lower end of the project of encroachment into the buffer zone for unit development and the Building Inspector will need to address this. The Planning Board Chair will follow up with the Building Inspector.

Planning Board Concerns

None

Mail -Review

In addition to the mail listed (see attached), the Planning Board noted receipt of the following communications: Planning Board Agenda dated November 14, 2023; Draft Planning Board Agenda dated November 28, 2023; Citizens Forum Document; Letter dated October 16, 2023 to J & F Marinella Development Corporation from Community Planning & Development Director regarding Hemlock Estates Status Update & Construction Schedule; Hemlock Estates Index Plan dated January 04, 2008; Letter to Planning Board from Fire Chief regarding Hemlock Estates; Memo dated October 24, 2023 to Planning Board Chairman from Department of Public Works Director regarding Hemlock Estates Subdivision Report and Recommendations; Memo dated October 15, 2023 to Planning Board from Sewer Department regarding the Hemlock Estates Pump Station; Letter dated June 28, 2021 to J & F Marinella Development Corporation from Town Planner regarding Hemlock Estates Subdivision Performance Surety – Form G/Deposit of Money; Email dated October 31, 2023 to Planning from Town Planner regarding Hemlock Estates – subdivision development status; Letter dated October 17, 2023 to J & F Marinella Development Corporation from Community Planning & Development Director concerning The Camelot subdivision Phases 1A & 1B Status Update and Construction Schedule; The Camelot Landscape, Lighting, and signage Plan; Letter to Planning Board from Fire Chief concerning Camelot Phases I and II; Memo dated October 23, 2023 to Community Planning & Development Director from Department of Public Works Director concerning The Camelot subdivision report and recommendations; Email dated October 31, 2023 to Planning from Planning & Community Development Director concerning The Camelot subdivision development status; Draft Planning Board Minutes of October 10, 2023; General Law, Part I, Title VII, Chapter 41, Section 81D Master Plan/Economic Development Supplement; Draft Badlands Overlay District; Email dated November 02, 2023 to Fire Chief from Community Planning & Development Director regarding Moon Hill Estates cisterns; Email to Building Inspector from Paul and Mary Parenteau concerning Stone Hill buffer zone; Email to Community Planning & Development Director from Planning Board Chair concerning Stone Hill buffer zone; Email dated June 06, 2023 to Building Inspector from Community Planning & Development Director concerning Stone Hill Condos Buffer Zone; Stone Hill Condos Overall Layout and Materials Plan dated March 31, 2021 (Revised); Certificate dated September 12, 2023 Authorizing Signatures Pursuant to MGL c.110G; Letter dated November 02, 2023 to US Department of Transportation from Town Manager regarding Thriving Communities – Regional Pilot Program Application: Blackstone River Bikeway/Greenway; Email dated October 16, 2023 to Planning Board from Community Planning & Development Director concerning Soil Testing at 234 Tessier Lane; Memo dated November 01, 2023 to Town Manager from Town Planner regarding (ARPA) American Rescue Plan Act Project Funding – Reprogramming Request; Memo dated November 30, 2021 to Town Manager from Town Planner regarding (ARPA) American Rescue Plan Act Memorandum of Interest – Project Requests; Community Planning & Development – Weekly Report October 30 – November 03 2023; Citizen Planner Training Collaborative (CPTC) Webinar Series 2023; 2023 Planning Board Meeting Schedule.

Other

Tessier Lane – The Planning Office has been contacted by Turning Point Engineering regarding soil testing at the 85+ acres parcel at 234 Tessier Lane. The Planning Office has encouraged the developer to submit a preliminary plan soon. A subdivision approval was issued in the past, but the subdivision was never built.

Highland Street – The Planning Board discussed the new house being built near the entrance to Windstone Drive on Highland Street. They are concerned with the setbacks not being met and the neighbor who has issues with the trees being cut on the property line that were providing a buffer to their property. There is a

sewer easement that runs through the property too and nothing can be built upon the easement which makes the building envelope even tighter.

Rockdale Park – looks like it will be constructed in the spring of 2024.

Mumford Riverwalk – the lumber is being purchased now and the construction will be in the spring of 2024.

Central Massachusetts Regional Planning Commission – M. Wilkes has spoken to Matt at Central Massachusetts Regional Planning Commission, and he will send M. Wilkes information on grants. They will meet in the future to discuss these grants. M. Wilkes has attended several of the Central Massachusetts Regional Planning Commission meetings and has found them to be very interesting. He also noted that Central Massachusetts Regional Planning Commission will be updating the look of their website.

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of Tuesday, November 14, 2023 at or about 8:08PM.

Respectfully submitted,

Approved by the Planning Board:



Barbara A. Kinney
Planning Administrative Assistant

November 28, 2023

Cc: Town Clerk /File

November 14, 2023

Planning Board

FROM	DATE	SUBJECT
Guerriere & Halnon, Inc.	10/12/2023	Responses to Whitinsville Water Company Letter for Winston Woods

ZBA

- Agenda – Continued Public Hearing for Edward Renaud Jr. for a Variance and Special Permit for Wing Road to construct a two-family structure; Continued Public Hearing for Robert and Elaine Zagame for a Special Permit to construct a single-family house on Quaker Street; Continued Public Hearing for a Variance for Gadoury Homes, LLC to add six (6) apartments to an existing six (6) unit building for a total of 12 units at 163-173 Border Street; Public Hearing for Brian Fitzgerald for two (2) Special Permit extensions for property on Spring Street; Public Hearing for TJJ Development Corp., LLC for two (2) Special Permits for a contractor's yard with three (3) metal buildings and outdoor storage areas with some filling of a section of the property located within the 100 year floodplain at Douglas Road.
- Memo – Application of KEE Properties, LLC for a Special Permit for proposed work within the Flood Plain at 315 Main Street.

Douglas

- Public Hearing Notice - Application of Anthony & Megan Fierro for an Accessory Apartment Special Permit at 134 Yew Street.
- Public Hearing Notice – Application of Peter Ruiz, Jr. for an accessory apartment Special Permit at 141 Maple Street.

Grafton

- Public Hearing Notice – Application of Stephan David, 61 Maple Street Trust (applicant) and Chung Hee Chun Pak To Hyong (owner) for a Major Residential Special Permit and Preliminary Plan Approval for a 9-lot Residential Flexible Development at 61 Maple Avenue.
- Public Hearing Notice – Application of Dish Cingular Wireless, LLC c/o Crown Castle (applicant) and Knowlton Farms Nominee Trust, Patricia K. Knowlton, Trustee (owner) for a Special Permit to co-locate on an existing wireless communications tower and install associated equipment on property at 43 Estabrook Avenue.
- Public Hearing Notice – In association with the wireless communication facility Special Permit a balloon test will be conducted on 10/21/2023 at 58 Follette Street.
- Public Hearing Notice – Application of Dish Wireless, c/o Darryl Gresham, Agent, (applicant) and Scott Matthew Smith and Cheryl Ann Smith (owners) for a Special Permit to co-locate on an existing wireless telecommunications facility (cell tower) and install associated equipment at 20 Indian Path.

Sutton

- Decision – Approved the Scenic Road Alteration application submitted by Barbara Badi for property at 358 West Sutton Road to alter the stone wall to create a break for a driveway up to 18 feet for a single-family house.

Upton

- Decision – Approved with Conditions the Special Permit for a large lot frontage reduction to divide the property at 108 Grove Street into Lot 1A, Lot 1B, Parcel A1, and Parcel A2. The property includes Lot 1 and Parcel A with Lot 1 owned by Linda Moore and Parcel A owned by Grove PB, LLC.

Upton ZBA

- Public Hearing Notice – Application of Lee and Janet Maglione for a Special Permit for an accessory apartment to be attached to the existing home above a garage at 125 Warren Street; Application of Eugene & Lynne DiPoto for a Special Permit to reconstruct a pre-existing non-conforming single-family dwelling at 93 Crockett Road; Application of Hayley Mozart for a Special Permit to approve an accessory apartment at 10 Pearl Street.