



NORTHBRIDGE PLANNING BOARD

MINUTES

Tuesday, July 08, 2014

George Murray, Chairman called the meeting to order at 7:00 PM; Barbara Gaudette and Mark Key were also in attendance; R. Gary Bechtholdt II, Town Planner was present with Brian Massey and Cindy Key, Associate member absent. The following members of the public were in attendance: Craig Holmberg (Guerriere & Halnon, Inc.)

I. CITIZENS FORUM

None

III. FORM A

LOT 39 & 40 PRESIDENTIAL FARMS -REVIEW/DECISION

ANR 81-p Plan

Craig Holmberg of Guerriere & Halnon, Inc. reviewed with the Planning Board ANR plan entitled "Plan of Land in Northbridge, Mass" dated June 10, 2014 (and revised through June 17, 2014) for subject property identified as Lot 39 & Lot 40 within the Presidential Farms subdivision.

Mr. Holmberg explained that Lot 40 was deficient in the required frontage required for a building lot; the purpose of the plan is to convey a portion of Lot 39 to Lot 40 so both lots satisfied the minimum lot area and frontage requirements for the Zoning District. After some general discussion regarding the locus area of the subject lots the Planning Board concluded its review.

Upon motion duly made (Gaudette) and seconded (Key) the Planning Board voted (3-0) to GRANT an ANR endorsement.

OLD/NEW BUSINESS

Brett Simas –Resignation from Planning Board

Mr. Murray read email communication (sent/received Monday, July 07, 2014) from Brett Simas to Doreen Cedrone, Town Clerk (and the Town Planner) regarding his resignation from the Planning Board.

George Murray –Disclosure of Appearance of Conflict of Interest

Mr. Murray informed the Planning Board that he contacted the State's Ethic Commission (spoke with Attorney Lauren Doucette) to gain clarification in regards to his past association with J&F Marinella Development (last worked for them as a consultant prior to December 31, 2012); after reviewing prior involvement with the State Ethics Commission, Attorney Doucette suggested Mr. Murray fill-out a disclosure form and file it with the Town Clerk (July 08, 2014). Mr. Murray indicated that he will participate in discussions and decisions concerning J&F Marinella Development with the exception of Pine Knoll, the 21-unit Senior Living Development because Mr. Murray owns (lives in) one of the condominium units. Any matters that come before the Planning Board concerning Pine Knoll Condominium Trust Mr. Murray will recuse himself from participation. Board members Barbara Gaudette and Mark Key indicated they were both comfortable with Mr. Murray filing the disclosure allowing him to participate in other matters specific to J&F Marinella Development.

Approval of Meeting Minutes –June 10, 2014

Mr. Bechtholdt reviewed with the Planning Board suggested changes offered by Brian Massey, Planning Board Clerk; Mr. Murray and Mr. Key offered additional corrections. *Upon motion duly made (Gaudette) and seconded (Key) the Planning Board voted (3-0) to accept the meeting minutes of June 10, 2014 as amended.*

PB Meeting September 09, 2014 –Vote to Cancel (State Primaries)

Upon motion duly made (Gaudette) and seconded (Key) the Planning Board voted 3-0 to CANCEL its meeting of September 09, 2014 due to the State Primaries scheduled for the same. The Planning Board may look to schedule a subsequent meeting if needed.

PB Meeting November 04, 2014 –Vote to Cancel (State Election)

Upon motion duly made (Key) and seconded (Gaudette) the Planning Board voted 3-0 to CANCEL its meeting of November 04, 2014 due to the State Elections scheduled for the same. The Planning Board may look to schedule a subsequent meeting if needed.

2014 Fall Annual Town Meeting (FATM) –Tuesday, October 28, 2014

Point of information –no discussion.

2014 FATM Warrant -Closes Friday, August 29, 2014 (Noon)

Point of information –no discussion.

Open Space & Recreation Update Committee Meeting –July 22, 2014 (5:30PM –Town Hall)

Point of information –no discussion.

Hemlock Estates/Pine Knoll Senior Living Development –Status/Update

Mr. Bechtholdt informed the Planning Board that it is his understanding that the three (3) affordable units (w/in Pine Knoll, Senior Living Development) may have transferred from the developer to the lender, who will now be responsible for satisfying the requirements of the Senior Living Development Special Permit issued by the Planning Board. Mr. Bechtholdt provided the Board with a copy of Side Letter Agreement prepared by Town Counsel concerning the affordable units. Mr. Bechtholdt noted he met with Stephen O'Connell from Andrews Surveying & Engineering and indicated to the Board that the developer (J&F Marinella Dev) may have a buyer for the remaining house lots. Mr. Bechtholdt explained that he reviewed with Mr. O'Connell the requirement to loop the water service, improve Smith Street and Gendron Street, address outstanding issues specific to the sewer pump stations, and other conditions of approval prior to the remaining lots being released. The Planning Board received a copy of JH Engineering Group, LLC report dated June 05, 2014 detailing recent observations made.

Linwood Mill Pedestrian Crosswalks –Update

Mr. Bechtholdt informed the Planning Board that he spoke with the DPW Director earlier in the day; EA Fish Development is to apply for a Roadway Opening Permit within the week to complete the crosswalk.

Hillside Garden Estates –Status/Update

Mr. Bechtholdt noted that he and Mr. Murray, Planning Board Chairman met with John Barges, developer for Hillside Garden Estates to review the subdivision roadway, sidewalk and other remaining improvements

to be completed. Mr. Barges indicated that he plans to reset the curbing and fix/repair sections of sidewalk in the upcoming weeks; Mr. Barges will be contacting his paving company to schedule final paving. Mr. Bechtholdt is waiting to hear back from the DPW Director and Jeff Howland as to what, if anything Mr. Barges needs to do to clean up the detention pond as well as the clean-outs. As part of its discussion concerning Hillside Garden Estates Mr. Bechtholdt noted receipt of letter dated June 26, 2014 from Paul & Mary Parenteau of 81 Deane Way concerning a street tree that was recently moved by one of the homeowners. Mr. Bechtholdt provided the Planning Board with copy of his response letter dated July 03, 2014 to Mr. & Mrs. Parenteau indicating that the Board would review this matter at its meeting of July 08, 2014 at which time the Planning Board would make a determination whether or not the new location still qualifies the tree as a street tree. Mr. Bechtholdt provided the Board with a color-photo of the tree in question. *Upon motion duly made (Key) and seconded (Gaudette) the Planning Board voted 3-0 determining that the two (2) trees located in front of Lot #6 qualify and shall be considered street trees pursuant to the town's subdivision rules & regulations where a minimum of two (2) street trees shall be provided for each lot within a subdivision.* In making said determination the Planning Board noted the homeowner for Lot #6 shall be responsible for the survival of the tree that was moved (street tree closest to the driveway).

Presidential Farms –Status/Update

Mr. Bechtholdt noted that he recently hosted a construction meeting with the developer of Presidential Farms (David Brossi) who is currently working on Phase 3 & Phase 4 of Presidential Farms, also attending was James Shuris (DPW Director), Randy Swigor (Whitinsville Water Company), Shelley Hammond (JH Engineering Group) and George Murray (PB Chairman) –no major issues were presents; a section of the waterline will need to be insulated at the wetland crossing.

Subdivision Status Reports –Updates

See discussion(s) above & below.

Green Meadow Court –Status/Update

Tabled –no discussion.

Farnum Circle –Status/Update

Mr. Bechtholdt informed the Planning Board that the matter concerning calling in the bond was not included on the Board of Selectmen agenda of June 23, 2014 as originally requested and will be included on the July 14th Selectmen's agenda; Mr. Bechtholdt plans to attend.

The Camelot -Status/Update

Mr. Bechtholdt explained he met briefly with Joe Marinella (J&F Marinella Dev) earlier in the day to see if the Planning Board would let him substitute Lot 27 for Lot 29 within the Camelot subdivision, thereby allowing for the issuance of a building permit prior to lot release. Mr. Bechtholdt reminded Board members that in action taken January 28, 2014 the Board authorized the issuance of building permits for three (3) house lots: Lot 27, 30 & 31. *Upon motion duly made (Key) and seconded (Gaudette) the Planning Board voted 3-0 to substitute Lot #27 for Lot 29, allowing for the issuance of building permit at this time.* In taking such action, the issuance of occupancy shall remain restricted for all three (3) house lots (27, 30, & 31) until such time the developer posts the necessary performance surety with the town and the associated lot releases (Form P) are recorded with the Worcester Registry of Deeds. Mr. Bechtholdt also informed the

Planning Board that Mr. Marinella (at the request of the DPW Director) has asked to locate the required street trees outside of the right-of-way; to be planted approximately 7 to 10-feet within the individual lots. After some general questions and noting potential concerns regarding placement and coordination with property owners; *the Planning Board upon motion duly made (Key) and seconded (Gaudette) voted 3-0 to have the developer make a formal request of the Planning Board showing proposed locations (on a plan) after which the Board would need to determine if such request may be considered a construction change before acting on the matter.* Mr. Bechtholdt indicated that he would inform Mr. Marinella that a more formal request needs to be made before the Planning Board can consider such request. Mr. Bechtholdt expressed his concern with the DPW Director making arrangements with developers and not including the Planning Board in the decision making process; specific to subdivision development. Mr. Murray noted he was not opposed to allowing the street trees outside the right-of-way and suggested the Town Planner invite the DPW Director to attend an upcoming meeting to review.

Planning Board Initiatives

No discussion.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: (draft) Planning Board agenda for July 22, 2014 meeting; Form A (ANR Application) dated June 10, 2014 for Presidential Farms, Inc. for a lot line modification on Roosevelt Drive of Lots 39 and 40; Memo dated June 17, 2014 to Planning Board Chair and Guerriere & Halnon, Inc. from Town Planner regarding Presidential Farms Lots 39 & 40; Presidential Farms Lots 39 & 40 Checklist for ANR Plan; Draft Minutes of June 10, 2014 meeting; Revised Memo dated June 27, 2014 to All Town Departments, Committees, Boards & Commissions and Town Moderator from Executive Assistant to the Town Manager concerning Fall Annual Town Meeting Warrant Closure and Submission Procedure; Draft Letter regarding Affordable Units at Pine Knoll Condominium Side Letter Agreement; Letter dated June 5, 2014 to Town Planner from JH Engineering concerning Hemlock Estates Construction Observation Report; Document dated April 22, 2014 from J & F Marinella concerning the Hemlock Estates Construction Schedule; Email dated June 25, 2014 to Town Planner from John Barges regarding Hillside Garden Estates Street Tree; Email dated June 25, 2014 to Town Planner from DPW Director regarding Street Light Installation (subdivisions); Letter dated June 26, 2014 to Town Planner from Mary and Paul Parenteau regarding the Street Tree Removal Hillside Garden Estates; Memo dated June 11, 2014 to Building Inspector from Town Planner concerning Linwood Mill Lofts Pedestrian Crosswalk – Linwood Avenue; Email dated June 26, 2014 to DPW Highway Superintendent, Town Planner and DPW Director from Dellbrook Construction regarding Linwood Crosswalk; Email dated June 12, 2014 to Town Planner from EA Fish concerning Linwood Mill; Email dated June 16, 2014 to Town Planner and EA Fish with a cc to Planning Board Chair from DPW Director regarding Linwood Mill Pedestrian Crosswalk Installation; Letter dated June 11, 2014 to Town Clerk from Town Planner with cc to Developer, Lender, Building Inspector, and Planning Board concerning Presidential Farms Lot Release of Lot 67; Email dated June 16, 2014 to Town Planner from DPW Sewer Superintendent regarding Presidential Farms and Shining Rock Meeting; Memo dated June 11, 2014 to Town Manager from Town Planner concerning the Performance Bond of Farnum Circle; Letter dated June 11, 2014 to Town Clerk from Town Planner with cc to Town Manager / BOS, DPW Director, and Brian & Annette Massey concerning Rebecca Road Stone Wall in Subdivision Right of Way; Letter dated June 10, 2014 to Central MA Regional Planning Commission from Town Manager with cc to Planning Board regarding District Local Technical Assistance / PDA Assistance – Round 2, 2040 Providence Road (PDA); Letter dated June 11, 2014

to Central MA Regional Planning Commission from Town Planner concerning District Local Technical Assistance / PDA Assistance – Round 2 for 2040 Providence Road; Letter dated June 18, 2014 to Central MA Regional Planning Commission from Blackstone Valley Chamber of Commerce regarding District Local Technical Assistance / PDA Assistance – Round 2 for 2040 Providence Road; Memo dated June 17, 2014 to Town Manager from Town Planner regarding Cindy Key Reappointment; Memo dated June 30, 2014 to Town Manager from Town Planner regarding the FY 2015 Budget Planning 10% Reduction; Document on Local Zoning Threatened by Wireless Industry Bills; Document from Central MA Regional Planning Commission regarding New Date – July 30 for Help Shape Future Growth and Preservation in Central MA; 2014 Planning Board Meeting Dates Schedule.

Other

Mr. Bechtholdt indicated that he, along with the Town Manager and DPW Director met with Vincent Osterman (Osterman Commerce Park) regarding a potential MassWorks grant application for roadway improvements and intersection upgrades to Church Street Extension and Quaker Street; and will be meeting with the MassWorks Director later next week. Mr. Bechtholdt noted as part of the Phase I - Osterman Commerce Park, sidewalk was to be extended to the Blackstone River & Canal site prior to the issuance of occupancy for Building A; Mr. Bechtholdt asked the Board if they would consider delaying the sidewalk installation until the town explores this initiative and perhaps require the sidewalk prior to the issuance of occupancy of Building B. *Upon motion duly made (Gaudette) and seconded (Key) the Planning Board voted 3-0 to delay the installation of a sidewalk along Church Street Extension required of the Osterman Commerce Park -Planned Business Development.* In taking such action the Planning Board determined sidewalk installation may be completed as part of a comprehensive roadway improvement project (Church Street Extension/Quaker Street intersection) currently under consideration by the town (possible MassWorks Grant) or prior to the issuance of occupancy for Building B. Mr. Bechtholdt informed the Planning Board that Jeannie Hebert, President and CEO of the Blackstone Valley Chamber of Commerce was nice enough to provide a letter in support of the town's request for the Technical Assistance/Priority Development grant through CMRPC (copy of letter dated June 18 2014 provided to the Board); Mr. Bechtholdt noted recent re-appointment of Cindy Key, Associate Planning Board member; the Planning Board noted receipt of Community Planning & Community Development memorandum dated June 30, 2014 to the Town Manager regarding impacts to potential 10% budget reduction for Planning department Fiscal Year 2015; Mr. Murray and Ms. Gaudette stressed the importance of having and maintaining appropriate staffing to assist the Planning Board. Mr. Bechtholdt provide Planning Board members with a copy of article from the MMA –Massachusetts Municipal Association website entitled "Local Zoning Threatened by Wireless Industry Bills" dated June 16, 2014; Planning Board received copy of CMRPC workshop notice for Wednesday, July 30, 2014 (7PM –Union Station, Worcester, MA); Mr. Bechtholdt noted the appeal period for Leonardo Estates has passed with no appeal.

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, July 08, 2014 at or about 8:15 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk