

MERRIMAC PLANNING BOARD

DRAFT MINUTES

MAY 4, 2021

CALL: The Chair called the meeting to order at 7:07 PM.

ATTENDANCE: Chair Sandra Venner, Vice Chair Karol Flannery, Member Thomas Abisalih in attendance. And Keith Pollman by phone. Member Dennis Brodie absent. Also attending the SPR Committee of Robert Sinibaldi, DPW & Building Commissioner and Jon Pearson Conservation Representative. Attending for the Merrimac Crossing Applicant were Melissa Robbins, Attorney, Douglas Lees, Engineer, Dave Trahan and Dennis Page, Managers of Middlesex Land Holdings LLC.

APPROVAL OF MINUTES: 1. March 16, 2021: Motion: To waive the reading of the minutes and approve as presented. VOTE : 3 Yes / 0 **No Motion approved.**

2. April 6, 2021: Motion: To waive the reading and approve as presented: VOTE 3 Yes / 0 No **Motion approved.**

OLD BUSINESS:

1. ABBY ROAD: Motion: To affirm the decision of the Chair to request Janet Bernardo, Horsley Witten Engineer to revise the cost to complete the project estimate done in 2019 to see if the amount in the Performance by Lender Agreement is adequate to complete the development at this time, and to request a site visit to the project to learn the current status of the site. VOTE 3 Yes / 0 No **Motion approved.** Moving forward at the banks request the board is prepared to take the next required steps.

2. **MERRIMAC CROSSING**: Continued the Public Hearing for 118 East Main Street, at 7:30 PM. The applicant believes they have satisfied all outstanding plan items from Horsley Witten Comments from the Police and Fire Departments have been addressed, the Police had no issues and The Fire Department has no issues regarding the turnaround for all current equipment, but a new piece of equipment is being purchased and the wheel base will be checked to see if the current area will accommodate the new larger vehicle. The point will remain open for further review and the Dept. supports the project in principle as they work through the access solution for turnaround.

No comment was received from the Light Department.

The ZBA Hearing has been extended to May 20, 2021 for the several variances needed for the project to go forward.

CONSERVATION: Jon Pearson reported the Conservation unanimous approval and are working on the Order of Conditions.

The applicant feels confident of ZBA approval, as the prior project was granted virtually the same variances from the board .

The DPW requested that the rear access to the abutting cemetery remain open to allow large equipment for tree work and other maintenance. The East Main Street entrance will remain the same.

The applicant requested a straw poll of the board, and Site Plan Review Committee regarding approval prior to the closing of the Public Hearing. A roll call vote of all attending Board and SPR Members resulted in a unanimous vote of approval. The Public Hearing was closed.

Decision: Janet Bernardo will draft the final decision for board approval and vote at the next board meeting.

NEW BUSINESS:

Possible Planning Help: The Chair met with Denise McClure, a Professional Planner that Commissioner Sinibaldi has used in the past on an as need basis and felt that the board might find is useful to have the same arrangement with Ms. McClure. She has benefited the town DPW with grant writing that has been approved for approximately $\frac{3}{4}$ of a million dollars for his Department. The benefit to our board could be considerable given the difference in fee structure of the use of our current Planning Attorney when an opinion is required. She will invite Ms. McClure to the next board meeting for the board to meet and learn more about the services she might bring to the board. She would be hired on an as need basis from the board budget for consulting services.

CORRESPONDENCE:

A. WARRANTS:

1. Motion: To allow Chair Sandra Venner to sign the warrant sheet for the following escrow and board expenses.
2. Motion: To approve Horsley Witten Invoice #48607 in the amount of \$1,148.40 for construction observation and report at 106 West Main Street, Regency Office Park. VOTE: 3 Yes / 0 No. **Motion approved.**
3. Motion: To approve Boston North Media Invoice in the amount of \$424.00 to be charged to the escrow account of 118 East Main Street. VOTE 3 Yes / 0 No **Motion Approved.**
4. Motion: To approve Boston North Media Invoice in the amount of \$472.00 from the escrow account of 1 Prospect Hill Condo Project. VOTE 3 Yes / 0 No **Motion Approved.**
5. Motion: To approve Boston North Media Invoice in the amount of \$530.00 to be paid from Planning Expense for Legal Ads for the By-law amendment for front facing garages. VOTE 3 Yes/ 0 No **Motion Approved.**
6. Motion: To approve and invoice to re-imburse Pat True in the amount of \$135.00 for certified mailing postage for the Public Hearing abutter notices for 118 East Main St. VOTE: 3 Yes / 0 NO **Motion Approved.**

B. To request the Board of Selectmen to extend the appointment of Thomas Abisalih to the election of May 2022, as the result of a printing error on the May 2021 Ballot. VOTE: 3 YES/ 0 No **Motion Approved.**

COMMUNICATIONS, NOTICES AND ANNOUNCEMENTS

1. Surrounding Towns: None filed at posting.
2. Next regular Board Meeting June 1, 2021.

ADJOURNMENT 9:15 pm