

MERRIMAC PLANNING BOARD, JULY 10, 2018

APPROVED MINUTES

CALL TO ORDER: Chairperson Sandra Venner called the meeting to order at 7:27 PM

ATTENDANCE: The Chair, Members Keith Pollman and Arthur Amirault and SPR Members Jon Pearson and Robert Sinibaldi in attendance. Vice Chair Karol Flannery and Member Dennis Brodie absent.

APPROVAL OF MINUTES: Motion: To approve the minutes of June 19, 2018 with the correction of the vote count for the approval of closing the Site Plan Review for Regency Village, Commercial Lot3 from the incorrect number of 5 Yes/ 0 No to the corrected count of 6 Yes/ 0 No. **Vote 3 Yes 0 /No Motion Approved.**

OLD BUSINESS

1. **SITE PLAN REVIEW DECISION REGENCY VILLAGE:** Attorney Philip Parry Representing Regency Village and Engineer Janet Bernardo attending from Horsley Witten for the Board. The draft decision provided by Engineer Bernardo was reviewed and discussed. Site Plan Member Jon Pearson, Conservation suggested an additional Condition #18 for an infiltration system to be installed to capture roof run-off. This will allow the water from gutters to enter the recharge system. The Chair also suggested the wording of Condition #17 to be amended to include the following "and Stormwater Systems "will remain 100% operational at all times. **Motion:** To approve the Site Plan Review Decision for Regency Village Commercial Lot 3 106 West Main Street, as amended on July 10, 2018. **Vote: 5 Yes / 0 No Motion approved.**

2. **KEVIN GRODEN/ LOT RELEASES, ABBEY ROAD:** Both Commissioner Sinibaldi and Engineer Bernardo felt that the original estimate to complete the project to street acceptance submitted by PFS Land Suveying Inc. to be low for the amount of work still outstanding. The amount necessary to cover completion costs was divided into 3 categories #1 Planning Board, on Site Work to meet the design Plan, #2 DPW Off site work on Bear Hill Road and Conservation Site Mitigation. The final figures by category has been agreed upon, by all parties in the following manner; #1 \$150,000. (One hundred fifty thousand) #2 \$145,666 (One hundred forty-five thousand six hundred sixty-six) #3 Conservation will continue holding a Lot to cover their estimated mitigation costs. **Motion:** To release LOTS 7 and 8 from the original covenant and to require that LOT 5 be cleaned of debris and building materials for the Open Space Residential Development at 22-32 Bear Hill Road, AKA Abbey Road. **Vote 3 YES/ 0 NO Motion approved.**

3. PROJECT UPDATES:

a. **Quail Ridge:** Since the Town now owns the roadway infrastructure, the Chair suggested if possible, that Engineer Bernardo and Commissioner Sinibaldi work together to bring this process to completion. Ms. Bernardo is willing to do the visual observation for compliance to design plan, and setting the bounds; she will note any discrepancies and report them to the Commissioner for correction. Mr. Sinibaldi was in agreement with this joint effort. **Motion:** To accept Horsley Witten Engineer Janet Bernardo do the visual inspection and observation of the Quail Ridge Development, Battis Road, for compliance with the design plan, noting any discrepancies to Commissioner Sinibaldi. **Vote 3 Yes/ 0 No Motion Approved.**

b. **Lily Village:** This project is awaiting bonding and details necessary to begin the Rte. 110, East Main Street, DPW infrastructure improvements. Conservation Representative reported that all conservation permitting is completed.

4. **POPLAR HILL LOT RELEASES: Motion:** To Release from the original covenant LOTS 1-15 for the Open Space Residential Development Poplar Hill, Middle Road, Poplar Hill LLC has completed a transfer of surety to a cash bond, which has been deposited with the Town of Merrimac. **Vote 3 Yes / 0 No Motion Approved.**

5. **HORSLEY WITTEN CONTRACT:** Ms. Bernardo reported that all the details have been worked out between the attorneys to allow the BOS to approve and sign the proposal, it was her understanding that the corrected proposal had been forwarded to the BOS. The Chair will contact the Jen and Finance Director Carol McLeod to be sure that all is moving forward.

NEW BUSINESS:

1. **MVPC REPRESENTATIVE NOMINATION:** To nominate John Thomas as the Merrimac Representative to Merrimac Valley Planning Commission and forward this nomination to the Board of Selectmen for appointment. **Vote 3 Yes / 0 No Motion Approved.**

2. **ALTERNATE FOR SPECIAL PERMITS: Motion:** To nominate Ronald Barnes as the Board Alternate for Special Permits and forward this nomination to the Board of Selectmen for appointment, unless he declines the appointment. **Vote: 3 Yes / 0 No Motion Approved.**

CORRESPONDENCE:

1. **Warrants:**

- a. **Motion:** To approve a bi-weekly payroll warrant in the amount of \$ 237.48 for Assistant Pat True. **Vote: 3 Yes / 0 No Motion Approved**
- b. **Motion:** To approve HW Invoice # 43100 in the amount of \$420.00 for attendance at Pre-Construction Mtg. for Lily Village, 118 East Main Street. **Vote: 3 Yes / 0 No Motion Approved.**
- c. **Motion:** To approve HW Invoice #43101 in the amount of \$ 3,613.75 for initial & second peer review & mtg. attendance 5/15 for Regency Village Site Plan Review Commercial Lot 3. **Vote 3 Yes / 0 No Motion Approved.**
- d. **Motion:** To approve HW Invoice #43123 in the amount of \$561.48 for construction observations and reports #31 and #32 at the Poplar Hill Development, Middle Rd.
- e. **Motion:** To approve HW Invoice #43124 in the amount of \$135.00 for construction observation and report #35 at Quail Ridge, Battis Rd. **Vote: 3 Yes / 0 No Motion Approved.**
- f. **Motion:** To approve HW Invoice # 43125 in the amount of \$449.55 for construction observations and reports # 10 & #11 at Regency Village 106 West Main St. **Vote 3 Yes / 0 No Motion Approved.**
- g. **Motion:** To approve HW Invoice # 43126 in the amount of \$ 426.48 for construction observations and reports #23 and #24 at the Abbey Rd. Development, Bear Hill Rd. **Vote 3 Yes 0 No Motion Approved.**

2. **APPEALS BOARD: Petitions:** Laerte DeAssis, 2 Prospect Hill, Conversion to a 2 family. Some confusion as the home currently is zoned for two family and the petitioner had originally requested an accessory unit. Member Amirault, on the ZBA will report back as to the new situation. **Decisions:** None filed.

3. **COMMUNICATIONS, NOTICES & ANNOUNCEMENTS:**

a. **Surrounding Towns: 1.** West Newbury, regarding a new Water Meter and Chemical injection for a recently installed bedrock well. Zoning Section 5.A. #e and 8B. Hearing July 17th. No Board action necessary.

b. **Next Meeting:** The Board will meet again on August 7th.

ADJOURNMENT: 9:00 PM