

MERRIMAC PLANNING BOARD, JULY 16, 2019

DRAFT

CALL: Sandra Venner, Chair called the meeting to order at 7:10 PM

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

APPROVAL OF MINUTES:

1. **May 7, 2019: Motion:** To waive the reading of the minutes for May 7, 2019 and approve as presented. **Vote: 3 Yes / 0 No Motion approved.**
2. **June 11, 2019:** These minutes will be held for a quorum of members attending that meeting.

PUBLIC HEARING: 7:15 PM Special Permit 3A-5 Central Street resume recessed hearing. In a letter dated June 27, 2019 from Legal representative Philip Parry, the applicant has requested that the application for the Multi-family Housing Special Permit with SPR be withdrawn at this time.

MOTION: To approve the request to withdraw the application of Mary Cormier Inc. for a Special Permit with SPR for Multi-Family Housing which was to be located at 3A-5 Central Street. **VOTE 3 YES / 0 NO. Motion approved.**

PROJECT UPDATES: *

1. **Abby Road:** Field report 30 cites some drainage issues for action including debris removal and manhole structure damaged.
2. **BeWell Organics:** Erosion controls in good condition. Scourstop mats installed and granite curbing bring installed.
3. **Police Station:** Erosion controls secure and in good condition. Site has been rough graded.
4. **Regency Village:** Some erosion issues along detention basin.
5. **Regency Village Office Park:** Erosion control issues.
 - All site visits occurred following a rain event on June 20 and 25th.

NEW BUSIN

1. **Capital Waste Services:** This Special Permit project was withdrawn January 9, 2018 at which time the engineering escrow account became inactive. The remaining balance of \$1,787.98 needs to be returned to the applicant, the submittal of a W9 Form must be forwarded to the accountant for the return of funds. The applicant has been notified many times of the need to forward this form and has not responded. Anne Jim, Town Accountant wants inactive accounts closed as soon as possible, it was felt that a letter be sent certified mail to the applicant notifying him of the need to return the form within 30 days or forfeit the remaining funds in the account. The following motion was made. **Motion:** Upon legal approval the board will notify the applicant, by certified mail, that the above action will be taken. **Vote 3 Yes / 0 No Motion approved.**

CORRESPONDENCE:

1. WARRANTS:

- A. **Motion:** To approve a biweekly payroll warrant in the amount of \$242.28 for the period July 1- July 12, 2019 for Administrative Assistant Pat True. **Vote 3 yes / 0 No Motion approved.**
- B. **Motion:** To approve an invoice in the amount of \$ 2,090.00 from JMC Construction for

the purchase and installation of four semi Mature Street Trees and 35 yards of loam for the installation.

Vote 3 Yes / 0 No Motion approved.

2. APPEAL BOARD:

a. **Petitions:** Cobblers Brook Realty Trust, appeal Building Commissioner Action; OTannery Lane grandfather status

b. **Decisions:** None filed at Posting

3. COMMUNICATIONS, NOTICES & ANNOUNCEMENTS:

4. **Surrounding Towns:** Haverhill Special Permit for Adult use Retail Marijuana Establishment located at 558 River Street.

a. **Next Meeting Date:** Board members will be contacted regarding availability for either August 6th or August 20th to ensure a quorum.

ADJOURNMENT: 7:53 PM