



Office of Planning Board &
Town Planner

TOWN OF NORWELL
Norwell Town Offices, Room 112
345 Main Street
Norwell, Massachusetts 02061
(781) 659-8021

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2021 SEP 23 AM 10:12

TOWN OF NORWELL
TOWN CLERK

Norwell Planning Board Meeting Minutes 7/28/2021

The meeting was called to order at 7:00 P.M. with Chair Brendan Sullivan presiding. Also present were Town Planner Kenneth Kirkland and Board Members Tripp Woodland, Brian Greenberg, and Michael Tobin. Unable to attend was Scott Fitzgerald. The meeting was held remotely, as allowed under the Executive Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law, Gen. L. c. 30A §20 et seq. and 940 CMR 29.01 et seq.

CALL TO ORDER/AGENDA

Motion by Mr. Tobin to open the meeting. Duly seconded and unanimously voted by roll call.

Motion by Mr. Sullivan to approve the agenda as written. Duly seconded and unanimously voted by roll call.

APPROVAL OF MINUTES

Tabled.

BILLS

Planner Kirkland indicated that the following invoices had been electronically approved by Chair Sullivan and forwarded for processing in accordance with Accounting Department procedures during the State of Emergency; any Bills so processed must be memorialized in the Minutes of the next meeting.

Vendor	Invoice	Description	Amount
Sullivan Transcription Svcs.	202107NPB	Meeting Minutes (7/14/21)	\$150.00
Bond Printing	41433	Dept. Envelopes	\$125.30
MAPC	1	Living Little Local Match	\$500.00
KRK Reimbursement	INV84881116	May Zoom Reimbursement	\$42.80
KRK Reimbursement	INV90451603	June Zoom Reimbursement	\$42.80

Motion by Mr. Tobin to approve the invoices as submitted/amended. Duly seconded and unanimously voted by roll call.

TOWN OF HINGHAM
TOWN CLERK

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SUBDIVISIONS AND LAND DEVELOPMENTS

144-148 Washington Street – 2-Storey, 8,435 sq. ft. Commercial /
Educational Development
Public Informational
Site Plan Review
Washington Street
Assessors Map 11B, Block 19, Lots 18, & 19

Applicant Frank Polak present. Mr. Kirkland noted that applicant had resubmitted the project since the previous review, so Mr. Woodland can fully participate in the current and future reviews.

Mr. Polak noted he has previously established and owns a K-8 daycare in Hingham, and is proposing to construct a toddler through preschool daycare on this site. It would be housed in 8435 sq ft of a single-story building that has a lower level that opens to a playground in back. The lower level would contain three classrooms, with the remaining space on the level being unoccupied; they would not be allowed to expand further without permission from the state.

Mr. Polak indicated he was aware of the traffic concerns expressed at previous reviews; these were being addressed by their traffic engineer John Gillon, who in turn was waiting for comments from the PB's traffic engineer Jeffrey Dirk, Vanasse & Associates. To spread out traffic volumes, they will give parents a 15 minute window to drop off and pick up their children, who will be brought into and out of the building by an aide without parents leaving their vehicle. Dropoffs would be staggered between 6 and 9 a.m., and pickups noon through 6 p.m., and the lot would allow queuing for at least eight cars. They are willing to establish a system for deploying a traffic control person if backed up cars spill onto Washington Street.

Chair Sullivan asked whether the state looks at parking in its permitting review; the state primarily looks at indoor square footage but does consider the arrival/departure area. They prefer that daycare buildings be located in the back of a lot, rather than the front, for privacy and safety reasons. Mr. Woodland asked how many children they anticipated enrolling; Mr. Polak anticipates an initial occupancy of 75 to 80, though they may open with fewer to start.

The matter was continued to allow for receipt of comments from PB review engineers Chessia and Dirk.

Motion by Mr. Sullivan to continue the matter until August 25, 2021. Duly seconded and unanimously voted by roll call.

ENDORSEMENTS

Hitching Post Lane – 5-Lot OSRD Residential Subdivision
Public Informational
OSRD Definitive Plan
Circuit Street
Assessor's Map 25A, Block 69, Lots 25 & 26

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TOWN OF NORWICH
TOWN CLERK

Mr. Kirkland indicated all was in order for endorsement pending receipt of two easements from the Town to the Homeowner's Association: A drainage easement to allow the HOA to maintain a drainage pipe and a sight line easement to allow the HOA to trim vegetation to maintain visibility at the development entrance. Applicant Raimondi requested endorsement as soon as possible, and the Board voted to authorize endorsement upon completion of the easements.

Motion by Mr. Sullivan to authorize the Town Planner, Clerk, or Alternate Clerk to endorse the Hitching Post Lane site plans contingent upon receipt of the two required easements from the Town. Duly seconded and unanimously voted by roll call.

TOWN PLANNER'S REPORT

The Public Hearing for 55 Accord Park Public opens on August 11.

Mr. Kirkland indicated that the Select Board would be voting on an amended consent agreement with National Grid regarding an easement for the Wompatuck connector trail, and on waiving the right to purchase the Old Oaken Bucket Estates property, which is being withdrawn from Chapter 61A Agricultural use.

Mr. Kirkland's last day as Planner is August 6. Town Administrator Peter Morin is talking to H.R. Director Barbara Childs about temporary help for the office, possibly from the former Braintree Planning Director, who is assisting in several other towns. Mr. Kirkland may also help on a limited basis, as a contractor. The Board thanked Mr. Kirkland for his service to the Town and wished him good luck at his new position at Braintree.

NEXT MEETING

August 11th, 2021 – 7:00 PM, Remote via Zoom.

ADJOURNMENT

There being no further business, motion was made by Mr. Sullivan to adjourn at 7:49 P.M. Duly seconded and unanimously voted by roll call.

I certify that the above minutes were reviewed and approved by a majority vote of the Planning Board on 9.22.21.



Tripp Woodland, Clerk

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