

PLANNING BOARD
TOWN OF NORWELL

Post Office Box 295
Norwell, Massachusetts 02061
(781) 659-8021

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**Norwell Planning Board Meeting Minutes
July 26, 2017**

The meeting was called to order at 7:04 P.M. with Chair, Donald Mauch, Sr., presiding. Also present were Vice Chair, Jamie Crystal-Lowry; Board Members Scott Fitzgerald, Patrick Campbell and Brendan Sullivan; and Town Planner, Kenneth Kirkland. Ms. Crystal-Lowry left at 8:25 PM. The meeting was held in the Planning Office.

Motion by Ms. Crystal-Lowry to open the meeting. Duly seconded and unanimously voted.

Minutes

The minutes of the June 28 and July 12, 2017 meetings were distributed and reviewed. There was a brief discussion about a member's approving minutes if they were not in attendance at the meeting in question.

Motion by Ms. Crystal-Lowry to approve the minutes of the June 28, 2017 meeting as submitted. Duly seconded and unanimously voted.

Motion by Mr. Fitzgerald to approve the minutes of the July 12, 2017 meeting as submitted. Duly seconded and unanimously voted.

Bills

The following invoices were presented for approval:

\$150.00	Christopher Sullivan	July 12 Minutes
\$159.12	WB Mason	Planner Supplies
\$1234.50	Chessia	Norwell Estates
\$1440.00	Chessia	103 Washington St.
\$129.00	Chessia	Wildcat OSRD
\$480.00	Chessia	Circuit Street Lots 25 and 26

Motion by Mr. Campbell to approve the invoices as submitted. Duly seconded and unanimously voted.

Norwell Estates - Toll Brothers Conceptual Stormwater Remediation Plans Update

David Buckley, Senior Project Manager for Toll Brothers (TB) was present along with three area residents. Mr. Buckley advised the PB that McKenzie Engineering is reviewing the redline stormwater remediation plan they formulated with Chessia and Highway Commissioner Glenn Ferguson. Meanwhile, TB is continuing to discuss the plan with the homeowners and hear their concerns. They plan to speak with everyone directly impacted by construction.

Mr. Mauch felt that TB's initially ambitious timetable may have left homeowners with the impression that this was going to be a quick process. He asked Mr. Buckley whether they have been providing an updated timetable in their conversations. Mr. Buckley stated that the timeline was still being developed, but they will look to make it realistic.

Mr. Mauch pointed out instances of after-the-fact changes made by homeowners to their lots after issuance of occupancy permits, including grading changes on one lot and the installation of a wall on another. Ms. Crystal-Lowry requested that TB look into the possible impact of these and any other changes on the proposed system. Mr. Buckley reiterated that they would seek homeowner consent for the work, but they would not be surveying the entire site again.

Ms. Crystal-Lowry suggested that TB send out a mailing or hold a question and answer session with homeowners so as to head off misunderstandings; she also asked whether homeowners would get a chance to look at the revised plans before construction.

Mr. Buckley stated that TB would go through the same individualized notification process if any substantial changes were made to the plan. They may hold a sit-down meeting if residents request changes. It will likely be an ongoing back and forth process.

Wildcat Hill

The discussion was tabled, as consulting engineer John Chessia is still making his inspections. The first round of these should be finished by August 9.

370 Washington Street (Natale's) Site Issues

Mr. Mauch advised that a letter of support for the applicant's site plan as submitted was sent to the Zoning Board in accordance with the PB's vote on March 22, and that the Zoning Board issued their approval last week. The applicant wishes to remove several trees just inside the adjoining cemetery as the root system for these trees will likely be killed off during construction of the new building which, in turn, will kill the trees. The applicant had discussed this with Highway Commissioner Glenn Ferguson, and Mr. Mauch has visited the site with Mr. Kirkland.

Mr. Kirkland discussed the possibility of redesigning the site to share parking with the property next door. This would involve moving the building away from the tree lines and eliminating one proposed curb cut. Customers would use the accessway on the neighboring property. This redesign would give the impression that the two properties are connected areas.

Ms. Crystal-Lowry noted that this option would be dependent on the applicant's getting permission from the owners of the neighboring property. Mr. Campbell added that this would require a formal agreement between the two owners as to snow removal and maintenance. Mr. Kirkland pointed out that the option, if properly executed, could potentially bring more customers to both properties.

Mr. Mauch added that another option was to have the applicant's contractor take the trees down and put in a privacy fence on the cemetery side of the property. Since the applicants have already received a recorded decision from the Zoning Board, however, they theoretically could proceed with construction without removing the trees.

Ms. Crystal-Lowry noted that the issues surrounding removal of the trees could be avoided if the applicant could get permission to share the adjoining property's parking area, and asked whether the Zoning Board had been made aware of this possibility. Mr. Mauch stated that all parties had been made aware of the situation and the options for addressing it, and it is up to the applicant how to proceed as they already have an approval in hand.

Committee Liaison Updates

Mr. Mauch advised that the Bylaw Review Committee is reviewing the analysis they received from General Code and answering their questions or forwarding them to other departments for answers.

Ms. Crystal-Lowry advised that the Community Preservation Committee was meeting tomorrow night. New applications for funding will be coming in soon.

Mr. Sullivan advised that the Pathways Commission was unable to meet last week due to a lack of quorum. Mr. Campbell advised that the Complete Streets Committee has solicited feedback from MassDOT as to why they did not receive a grant for the proposed sidewalk between Circuit and Main streets.

Agent's Report

Mr. Kirkland has been settling in to the Planning Office and reorganizing the previous agent's files. Once this is done, he will be making a master copy of the filing deadlines and fees for Nicole, and updating the forms as needed. He eventually would like to make all forms and instructions available on the town website.

Mr. Mauch advised that he has taken Mr. Kirkland out to sites in town having ongoing issues, and he and Mr. Kirkland have broadly discussed these and other issues with Mr. Chessia.

Other Business

Mr. Kirkland will be working with former selectman Rick Merritt on testimony against Senate Bill 81, a zoning reform bill currently under consideration at the State House.

A resident asked for an update on the proposed pathway between Gaffield Park on Forest Street and the Town Common. Mr. Sullivan advised that the proposal had been approved at town meeting and the project will be bid out to contractors. They were waiting for the new planner to be hired and for the project at the old police station to be started, as they didn't want the pathway to be completed and then dug up. Mr. Mauch pointed out that the police station project had been held up and has to go back to a special town meeting.

There was a brief discussion regarding the need for one meeting or two in August.

Motion by Ms. Crystal-Lowry to cancel the August 9 meeting. Duly seconded and unanimously voted.

Mr. Kirkland advised he had been told by Town Accountant Donna Mangan that he needs PB authorization to sign the weekly payroll forms.

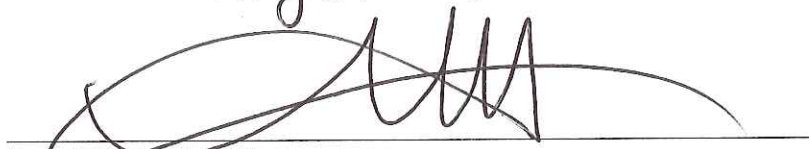
Motion by Ms. Crystal-Lowry to authorize the Town Planner to sign the weekly payroll. Duly seconded and unanimously voted.

Mr. Kirkland also advised that the Plymouth County Registry of Deeds needs to be notified of the PB's reorganization in May; the notification must be signed by the entire PB. The matter will be placed on the August 23 agenda.

Adjournment

There being no further business, motion was made by Mr. Campbell to adjourn at 8:30 P.M. Duly seconded and unanimously voted.

I certify that the above minutes were reviewed and approved by a majority vote of the Planning Board on August 23, 2017.



Scott Fitzgerald, Clerk

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