



**PLANNING BOARD
TOWN OF NORWELL**

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**PLANNING BOARD MEETING MINUTES
FEBRUARY 22, 2017**

The meeting was called to Order at 7:00 PM with Chairperson Jamie Crystal-Lowry presiding. Also present were Vice-Chair Donald Mauch Sr., Board Members Scott Fitzgerald, Patrick Campbell and Kenneth Cadman. Also attending were Town Administrator Morin and Town Counsel, Robert Galvin. The meeting was held in the Planning office, RM 112 at 345 Main St, Town Hall, Norwell, MA.

Agenda

After a motion was duly made and seconded, it was unanimously voted to approve and accept the agenda as submitted.

Minutes

The minutes of January 11, 2017 and January 25, 2017 were postponed until the meeting of March 8, 2017 for further edits.

Vice Chair Mauch asked TA Morin if temporary clerical support could be made available to assist the Planning Board ("PB") with the taking of meeting minutes and their transcription. Noting that the PB had been without a Planner since October 2016 and short an administrative staff since January, it would seem as though there would be sufficient funds available to do so. TA Morin agreed and stated that he would work with Chair Crystal-Lowry to arrange for such help.

Bills

The following invoices were presented for approval:

Chessia Consulting – 370 Washington Street	Invoice#	\$1,872.00
Chessia Consulting – Wildcat OSRD	Invoice #	\$1,652.40
Chessia Consulting – 427 Main Street	Invoice #	\$ 519.00
Chessia Consulting – General Eng. Services	Invoice #	\$ 315.00

After a Motion was duly made by Member Cadman and seconded, it was unanimously voted to approve the invoices as presented.

Town Planner Position: P.T. Sharing Considerations, Discussion & Recommendations

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TA Morin updated the PB with respect to the Town Planner ("TP") Search activities noting that he had a brief discussion with neighboring Cohasset's TA about the possibility of prospectively sharing the position. Mr. Morin stated that he expected to hire an interim TP momentarily but wanted feedback from the PB as to what they thought of the sharing idea. Considerable discussion ensued from both PB members and residents Marie Molla and Lois Barbour from the audience who were adamant as to the full-time nature of the position in Norwell. Chair Crystal-Lowry stated that it was her belief that a primary factor contributing to the difficulty in attracting qualified candidates was due to the low salary range. PB Members generally agreed and TA Morin stated that he would be amenable to discussing the possibility of increasing the range with the union representative. TA Morin indicated that he would convey the PB's sentiment to Cohasset's TA and pursue instead a full time Planner by re-opening and resuming the search.

427 Main Street: OSRD Special Permit Hearing (Continued)

At the Applicant's request, their Engineer, Brad McKenzie requested a Continuation to the PB's 3/22/17 meeting.

After a Motion was duly made and seconded it was voted to Continue the Public Hearing to 7:30 P.M. on 3/22/17, with Member Campbell recusing himself from the vote.

Wildcat OSRD: Street Acceptance Request & As-Built Plans

A Street Acceptance Application dated 2/14/17 was presented by Jack Spurr of A. W. Perry dated for the Wildcat Hill OSRD. Attorney Angley explained the road acceptance process on his client's behalf specifically referencing Sections 9.1.7 and 9.1.8 of the PB's OSRD Special Permit. The Applicant's Engineer, Brad McKenzie added further discussion and informed the PB that the final as-built plans incorporated all of the interim plans. The PB's Engineer, John Chessia stated in his Review Letter that any Decision with respect to road acceptance made by the PB would need to be recorded and also require M. McKenzie's certification added onto to the final as-built plans.

Discussion ensued after which Town Counsel Galvin enumerated two (2) primary concerns on the Planning Board's behalf – 1) a legal question as to whether or not the Building Massing and Scale condition of permitting was put on record via a restrictive covenant, and 2.) an engineering question as to whether or not all of the engineering aspects of the project had been completed such that a release of surety could occur. As to the first question, Attorney Angley indicated that he would provide Town Counsel Galvin with the requisite information and as to the second question, Mr. McKenzie would coordinate with Mr. Chessia that which was needed by the PB in order for them to certify to the BOS that the road acceptance process could proceed. Among the engineering concerns were the lack of labeled easements, lack of abutter identification next to the wastewater leaching area, and the fact that various bounds had either been buried or could not be located at grade level.

370 Washington Street (Agostino): Special Permit & Site Plan Review

This is a simultaneously filed Special Permit and Site Plan Review filing with both the PB and ZBA on January 25, 2017 with Review fees being submitted on February 16, 2017. A brief discussion was held during which Vice Chair Mauch informed the PB that the Applicant had requested a

postponement to a future date and that it would be in order for them to accept the application as complete conditioned upon Mr. Chessia's affirmation.

After a Motion was duly made and seconded, it was unanimously voted to accept the 370 Washington Street (Agostino): Special Permit & Site Plan Review Application as complete contingent upon Engineer's Chessia's affirmation and that the discussion be postponed until the PB's March 22, 2017 meeting.

103 Washington Street (Hajjar): Approve the Return of Review Fee Funds

A brief discussion was held regarding the release of technical review funds for the 103 Washington Street Site Plan Review since the PB had concluded its action on the same. Vice Chair Mauch suggested that the PB obtain a template to accompany the returned funds that could be used in the future for similar situations.

After a Motion was duly made by Member Campbell and seconded, it was unanimously voted to release the 103 Washington Street technical review escrow to Applicant Hajjar and his Attorney Walter Sullivan, Jr.

Other Business

A brief discussion was held to aggregate the March 22, 2017 Agenda items requiring the same Engineer for three (3) separate matters.

After a Motion was duly made by Vice Chair Mauch, and seconded, it was unanimously voted to amend the date and time certain for the 427 Main Street OSRD Continued Hearing from 7:30 P.M. to 8:30 P.M. on March 22, 2017.

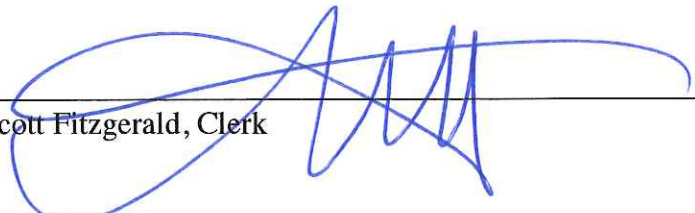
Vice Chair Mauch briefly described a Pre-Evaluation Grid he designed and a Scheduling Docket for OSRD's that helped to establish and track validity and time scheduled/deadlines on all future OSRD filings. He explained that he would be creating the same for ANR's, Site Plan Reviews and Sub-Division filings as well and that they would 1) enable the PB's administrative staff and future Planner to better avoid constructive approvals and 2) provide a rationale for Special Permit approvals.

Committee Liaison Position Discussion and Updates

There were no Committee Liaison Position Discussion and Updates presented.

After a Motion was duly made by Member Cadman and seconded, it was unanimously voted to adjourn the meeting at 9:05 P.M.

I certify that the above minutes were reviewed and approved by a majority vote of the Planning Board on 3/22/17.



Scott Fitzgerald, Clerk

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