

**MEETING MINUTES
GEORGETOWN PLANNING BOARD
Memorial Town Hall – 3rd Floor
Wednesday, February 22, 2012
7:00 p.m.**

Present: Mr. Harry LaCortiglia; Mrs. Matilda Evangelista; Mr. Chris Rich; Mr. Howard Snyder, Town Planner

Absent: Mr. Hugh Carter, Chairman; Tim Howard

Board Business: 7:00 p.m.

Minutes - February 8th, 2012

By unanimous consent the Board postpones the approval of the minutes until the emailed changes can be incorporated into the minutes.

Vouchers – None

Correspondence – None

Planning Office -

M-Accounts: Discussion regarding release of Funds for Site Plan Approval projects.

Mr. Snyder- I have gone through the M-Account List and selected all the ones associated with Site Plan Approval projects. There are 6 and they are listed on the agenda. I spoke to the Building Inspector and the Treasurer's Office. The Building Inspector has indicated that all the permits have been granted for the 6 projects. Superior Steel was denied. Two other projects were approved by the Planning Board but not approved by the ZBA. Carleton Drive (#26458) and Bohler Eng/East Main St. (#26434) were granted by the Planning Board but sold to British Petroleum.

Site Plan Approvals:

M-26407 3 Farm Lane- \$5,000 (Decision granted in 1999). The Treasurer's Office has no escrow account or owner information.

M-26426 B&W Press- \$2,106 (Decision granted in 2001). Escrow Agreement on file.

M-26434 Bohler Engineering- \$3,193 (Decision granted in 2002). Escrow Agreement on file.

M-26436 Cuffee Dole's - \$2,819 (Decision granted in 2002). Performance Bond on file.

M-26448 Superior Steel / Joseph Vozzella- \$1,977 (Decision granted in 2002)

M-26458 Carleton Drive – East /West Realty- \$3,489 (Decision granted in 2005)

Ms. Evangelista- Regarding M-Account #26436 – They had to do pavement and extra work there which may be the reason for the larger amount of money still remaining in the account.

Mr. Snyder- My research shows that the Cuffee Doles Account went into foreclosure.

Mr. LaCortiglia- As a Performance Bond with a subdivision, they don't fall under the M-Accounts. They may have been mis-labeled back then. The surety does not go into the M-Accounts.

Ms. Evangelista- If any money was left in the M-Accounts back then, it must have been surety.

Mr. Rich- We need to pull each file and find out the purpose of each account and make sure all bills have been paid. This will take a reconciliation of each account.

Mr. LaCortiglia- We need to make sure that these M-Accounts are review accounts only. After the reviews are done, the subdivision is approved and roads accepted, the money left in the account is to be returned to the applicant.

Mr. Rich- M-Accounts need to maintain a balance of \$4,000.

Mr. Snyder- I compared the name on the M-Accounts to the Site Plans and they matched up. Would the Board like me to pursue M-Accounts associated with subdivisions?

Ms. Evangelista- The Building Inspector should be out there checking to see that these things were done. Then you should find out where the money should have been deposited.

Mr. LaCortiglia- These accounts on your list pre-date the Treasurer. You need to review the files. The best way to begin this would be with the subdivisions. Once you've established that these Site Plan Accounts are not review accounts, then that is something the Town Accountant and the Treasurer have to figure out.

Mr. LaCortiglia- Because Site Plan did occur, it sounds like some of these accounts were also escrow, performance bond accounts, etc. not associated with reviews.

Street Acceptances: Discussion regarding proposed streets for 2012.

(Pingree Farm Road, Long View Way, Abbey Road, Cedar Lane and Martel Way)

Mr. Snyder- There are 208 streets in Georgetown – 150 are accepted. Also, 40 are private and unaccepted and 18 are listed as private that will never be accepted.

Mr. LaCortiglia- We may want to direct Howard on accepting some these streets. We should focus on residential streets.

Mr. Snyder- Abbey Road is ¼ mile in length, Cedar Lane is ¼ mile and Pingree Farm Road is about a mile long.

Ms. Evangelista- [To Mr. Snyder] Double-check with Peter Durkee's records on Pingree Farm Road.

Mr. LaCortiglia- Abbey Road and Cedar Lane went through the subdivision process. They will be acceptable.

Mr. Rich- Motion to direct Howard to begin the street acceptance process for Cedar Lane and Abbey Road.

Ms. Evangelista- Second
All in favor? 3-0; Unam

FEMA: FIRM's maps: By-Law and draft warrant for spring Town Meeting.

Mr. Snyder- I handed out a Draft Town Warrant Article for Spring Town Meeting. I received input from the coordinator at FEMA that is working with the Town of Georgetown on the newly issued FEMA map.

Mr. Rich- Mr. Rich requests an overlay of what FEMA wants to delete and add to the Town Warrant.

Mr. Snyder- I will review that.

Mr. Rich- Are they leaving it up to us on what we want the objectives to be?

Mr. Snyder- Yes- I wrote in the Purpose and Objectives into the document. The third part is the bylaw change language and that is suggested by FEMA for Town Bylaw Chapter 165-28 Floodplain Delineation. Section A-F is a work between FEMA and the Planning Office.

Mr. LaCortiglia- We would be deleting and replacing Chapter 165.28 with this?

Mr. Snyder- The coordinator's concern is that there is not reference to any Flood insurance maps in the area of Floodplain Delineation.

Mr. LaCortiglia- Is this the only proposed Draft? I found two references of "floodplain district" in our bylaw where you may find more information.

Mr. Snyder- To clarify, that Warrant Article would not replace the full article for the “floodplain district.” It would just replace the section that delineates the floodplain area.

Ms. Evangelista- Why aren’t we seeing the elevations because the ZBA would have to see it. The numbers have to be there.

Mr. Snyder- The numbers are shown on the maps.

Mr. LaCortiglia- This puts everything in the floodplain district under the jurisdiction of the ConCom?

Mr. Snyder- No, this is a Draft.

Mr. Rich- If they fall within ConCom parameters, I’m not in favor? Mr. Rich reads Letter E of the Draft to the Planning board. {A copy of this Draft Warrant Article is on file in the Planning Office}

Mr. LaCortiglia- This draft appears to be a template or model bylaw for communities that do not currently have any floodplain districts established. If the community didn’t already have a floodplain district established, you would want some oversight to be from the ConCom, especially in the smaller towns. It deserves some more review.

Mr. Snyder- This is only the first draft to be a placeholder for Town Meeting. The Selectmen are closing Warrant acceptance on Monday.

Mr. Rich- [Refers to Section E, #4 in the Draft Warrant] – The ConCom is given concurrent jurisdiction with the Board of Health. Who’s idea was it to include these?

Mr. LaCortiglia- This is intended for a community with absolutely no floodplain districts established. It’s in conflict with what we already have in place. Bear in mind, this is only a Draft.

Ms. Evangelista- The numbers and elevations are already shown on the FEMA map, you should know what the elevations are in those particular areas.

Mr. Snyder- Section A- P is being replaced with Section A-E of the proposed language. The existing survey information may not be accurate to what the FEMA maps are showing.

Mr. LaCortiglia- [To Mr. Howard] Please send out the Draft Warrant Article tomorrow to the Board. The first thing we want is the existing Code and those sections that are being replaced in a document and followed by what you propose to be replaced. You’ll need this for Town Meeting. We can take this up at the next meeting.

Board Business: Continued

Plotter-

Mr. Snyder- We were informed by the High School that they can not use the plotter as it is not compatible with their software.

Mr. Rich- May I suggest we contact Whittier Tech?

Mr. Snyder- We have a monthly departmental meeting so I can check with the other departments if there is a need and get back to you.

Board Business: New

None

Upcoming Meetings:

Mr. LaCortiglia- We discussed moving the Planning Board meetings to the first and third Wednesday of every month.

Mr. Rich makes a motion to change/re-post the Planning Board meetings to the first and thirds Wednesdays of every month beginning at 7pm. The Planning Office is to confirm the meeting room locations.

Ms. Evangelista – Second

All in favor? 3-0; Unam

Motion by C. Rich to adjourn

Seconded by M. Evangelista

Motion carries unanimously.

Meeting is adjourned at 7:54pm.

