

**MEETING  
GEORGETOWN PLANNING BOARD  
Georgetown Middle/High School  
Guidance Office  
November 29, 2000  
7:30PM**

Present: Peter Sarno, Chairman; Christopher Hopkins, Vice-Chairman;  
Jack Moultrie, Clerk, Alex Evangelista, Kathleen Bradley Colwell,  
Town Planner, Larry Graham, Planning Board Consulting  
Engineer

Absent: Glen Johnson

Meeting called to order.

**Minutes**

Board reviews minutes of November 8, 2000.

Mr. Moultrie made a motion to accept the minutes of November 8, 2000 as amended. Second by Mr. Evangelista. All in favor 4-0.

**Discussion**

**Community Development Plan-Master Plan & Open Space Committees**

Ms. Colwell stated that there are a lot of projects before the town. She stated that the Planning Board oversees these projects. She stated that the Town is required to have a Master Plan. She stated that Community Development comes after. She stated that the Master Plan is a lengthy and long process and that the Town would need technical help.

Mr. Puopolo, of the Friends of Pond Street gave Ms. Colwell paper with criteria on 418 and what has to be done by the Town.

Mr. Sarno stated to Mr. Kelly of the Master Plan Committee that the Master Plan Committee should be working on getting a consultant.

Mr. Kelly stated he received a CPC on a how to and what is a Master Plan. He stated that they have met and found their goals and objectives. He stated that they now have to go to the different Departments and Boards for further information.

Mr. Sarno stated that the process moves along faster when a consultant is brought in. He asked if the Board should request funds now to start the process.

Mr. Kelly stated that there are 9 components to the Master Plan that are required, plus others that they would like to have included. He stated that he would like to pull in a consultant when they have more information and the consultant can direct them further.

Mr. Moultrie asked if they had any range of cost.

Mr. Kelly stated \$30,000 to \$70,000 would be needed to have someone write the Master Plan.

Ms. Colwell stated that North Andover has a 3-inch thick Master Plan. She stated she would try to get a copy for the Master Plan Committee.

Mr. Moultrie stated that the first step would be to obtain funds.

Ms. Colwell stated that the MVPC would help with information. She stated that a key part of the Master Plan is affordable housing. She stated that a lot of funding is only given to communities that are providing affordable housing.

Mr. Puopolo stated that the bonus for towns is the discretionary housing.

Mr. Kelly stated that they have \$5,000 for the visionary process. He stated that they have already done this part.

Mr. Evangelista stated that they have the visionary done. He stated that they have 9 topics for the Master Plan. He stated that the 418 funds are geared to \$20,000 for the Master Plan and \$10,000 for Open Space Review.

Mr. Kelly stated that the Build-Out Study is an awesome report.

Mr. Sarno stated that the Master Plan Committee should make an outline of information required and give this to the various departments to fill in. He stated that a timeline should go with it.

It was stated that Town meeting would be in May this year.

Ms. Colwell stated that the Town could use the visionary stage to use some funds and have a consultant come in and go over what board has done.

Mr. Kelly stated that with the reports they have half of the Master Plan. He stated that they need an action plan.

Ms. Evangelista stated that she thought that \$10,000 was for open space.

Mr. Evangelista stated that the MVPC has a lot of information for the boards. He stated that they are online and that they have more than you think.

Mr. Sarno stated that Master Plan should be put on the agenda in the near future for review.

Ms. Colwell stated that after the visionary part is done then they should work on the Community Development Plan.

Mr. Kelly stated that they would have the Consultant work on the housing.

Mr. Moultrie stated that he feels the state should release some land for Affordable Housing.

Mr. Sarno stated that the Master Plan Committee should return on the first Planning Board meeting in February. (February 14, 2001) Mr. Sarno stated that Charles Blanchard stated to him that the Town is in the process of acquiring Open Space land.

Ms. Evangelista stated that they need copies of the new maps.

Ms. Colwell stated that the maps are done but any changes would come from individual boards. She stated that they would be receiving 11 X 17 maps as part of the agreement. She stated that the Town would be acquiring software and a printer for the maps. She stated that the Town needs to decide how often the maps would need to be updated.

Ms. Evangelista stated that she is a part of the group with Ms. Rose and Mr. Puopolo on 201 Pond Street.

Mr. Puopolo stated that the Boards have to look for appropriate areas in town to put affordable housing. Mr. Puopolo stated that he was on the Zoning Board in the past. He stated that he feels that the ZBA should not have the power of spot zoning. He stated that the State wants to change how affordable housing is approved.

Mr. Sarno stated that he met with 3 members of the ZBA and that they are asking for Planning Boards help. He stated that they would go through Mr. Graham's report and do a decision. He stated that they would sit down with them and go over the decision.

Ms. Evangelista asked what is the Planning Board asking the Master Plan to do.

Ms. Colwell stated that the next step is to talk to the Selectmen. Then they have to hire a consultant to do the visioning plan. She stated the Master Plan Committee must put all the information together and then have a consultant go over this. She stated that the Guidebook shows how to put all this together.

Mr. Puopolo stated that they need the Selectman to get the ball rolling.

Mr. Sarno asked Ms. Colwell to form a letter to the Selectmen to get the process started.

Mr. Puopolo stated that the Friends of Pond Street would be willing help in any way.

## **Board Business**

### **Abbey Road**

Ms. Colwell stated that the sidewalk is in but not correctly. She stated that the Island is done. She stated she had a letter from Mr. Thomson that listed what is done and what is not done. Ms. Colwell stated that some curbing has to be fixed and stumps have to be removed.

Mr. Moultrie went over the list from Mr. Thomson and stated that lots of items are not done properly and need to be redone.

Mr. Sarno stated that Larry Graham has a conflict with this project and we can not ask him for review.

Ms. Colwell stated the Board is holding \$294,468 Bond on Abbey road.

Mr. Sarno stated that this subdivision should have been finished in the fall. He stated that the Board should talk with Mr. Thomson and tell him the board will take over the project and finish if he doesn't.

Mr. Moultrie stated that the Board should have Mr. Thomson in and talk with him about the Boards concerns.

Mr. Evangelista stated that the Board should have their inspector Jack Moultrie, go out and review for the board. He stated that the Board should tell Mr. Thomson that they want the site finished to their satisfaction.

Ms. Colwell stated that Mr. Thomson did a lot of work this summer and then stopped.

Mr. Moultrie stated that the Board should send a letter for Mr. Thomson to finish the Subdivision to the boards satisfaction at a certain date or they will take the funds and finish.

Ms. Colwell and Mr. Moultrie stated they would come up with a schedule for work to be finished and submit to the Board.

### **124 Tenney Street/Schauer**

Board signs Mylar and endorses the plans on 124 Tenney Street.

### **Historic Preservation**

Ms. Colwell stated that she received a letter from Ms. Leal of the Selectmen's office about a Grant. She stated that the grant would have to be applied for by the Planning Board. Ms. Colwell stated that Ms. Leal stated to her that she would put together the paper work if the board were interested.

Board stated that they would be interested. They stated that it should be put in on behalf of the Master Plan Committee.

### **Snow Removal**

Mr. Moultrie stated that he did not need to send any forms out this year to Subdivisions for snow removal.

### **Georgetown Country Club**

Ms. Colwell stated that the Georgetown Country Club is putting in an elevator and it would be over 500-ft. limit for Site Plan Approval. She stated that they would be coming before the board.

She stated that Mr. Brett would be issuing a Building Permit for the foundation because they want to get it in before the winter.

### **1 Farm Lane**

Ms. Colwell stated that she has heard from applicant at 1 Farm Lane who has an approved Site Plan from a few years back. She stated that the foundation is in but the building was never built. She asked if they would have to come before the board.

Mr. Sarno stated that they would need to come before the board. He stated the Board should go through the process.

### **214 North Street**

Ms. Colwell stated the owner at 214 North Street is requesting that his land be put under the Agricultural Preservation Restriction Program. He is asking the Board to sign the form for him.

Mr. Sarno stated that the Board should review the information and sign at the next meeting.

### **Library Parking**

Ms. Colwell stated that the Board received a copy of the Parking at the proposed Library addition. She stated that the Library is asking for their comments.

Mr. Moultrie explained that the committee is looking for comments from the board on the parking. He stated that the Library Committee would be coming before the Board for a Site Plan Approval.

Ms. Colwell stated she would send a letter that the board looked at the plan and had no comments at this time.

### **Courts and Lanes**

Mr. Moultrie stated that the right of way radius has to be amended to 15 ft. in the Courts and Lanes Regulations.

### **201 Central Street**

Mr. Sarno stated that they were waiting for Mr. Graham. He stated that he hoped to go over items that are not resolved. Start on page 4.

Mr. Morrow stated that he talked to the Fire Chief last night.

Ms. Colwell stated that she had a new letter from the Fire Chief today. She stated that they do not have a resolution on the entrance.

Mr. Sarno stated that the applicant has already gone to Zoning Board.

Mr. Kroner, Attorney for the applicant stated that they did already talk with the ZBA on the Water Resource Area.

Mr. Hopkins stated that the Board would require a letter or minutes from the ZBA that the Water Resource Area was addressed and not relevant on this site.

Mr. Sarno asked whether board would require more architectural plans on the façade.

Mr. Morrow stated that they are still deciding on the facade.

Mr. Sarno asked if it is a cost issue or why they have not made a decision.

Mr. Morrow stated the siding would be vinyl clapboard or cement clapboard. He showed the board a sample of the cement clapboard.

Board stated that they are fine with either the vinyl or cement siding but anything else would have to come back before the board.

Section B # 2—Ok

# 3-- Ok

Mr. Sarno asked Mr. Morrow to let the Board know areas with problems.

Mr. Paulitz stated that Mr. Graham asked for granite bounds and he showed the board where a pipe in the back center of the site would go.

# 4---Mr. Moultrie stated that at the layout of the street he would want the granite bound to be consistent with the area.

# 6---Mr. Paultiz stated that there would be a No cut zone 20 ft along Hawksley property and that they would put up a line and silt fence.

Ms. Colwell stated that the Planning Board agent would inspect the hay bale line.

Mr. Morrow asked when they would have to put up the fence.

Mr. Sarno stated that they should put up the fence in the beginning.

Mr. Paultiz showed the board the demolition plan and where the silt fence would go on opposite side.

Mr. Sarno asked if they had received any news on the site testing that they preformed.

Mr. Morrow stated that they have received some good news on wells outside the building. He stated that there are some hazardous materials inside and some sludge that has to be removed. He stated that they have to remove asbestos from the building and then have materials taken out and then they can take the building down.

Mr. Paultiz stated that they are asking for Waivers.

Mr. Sarno stated that Mr. Graham in his report supports all three waivers.

Page 6-C # 3---Mr. Morrow stated that the Fire Chief stated that he is not concerned on the turnaround and that this is not in his letter but that he did tell him this.

Ms. Colwell stated that the Fire Chief stated this to her also.

Mr. Paultiz explained the drainage and showed the board how they would make it work with the high water table.

Mr. Moultrie asked about siltation.

Mr. Paultiz explained to Mr. Moultrie the drainage.

Mr. Moultrie stated he would have to look at this more closely with the wetlands in area. He stated that he would check on the easement for outlet pipe. He stated that he would have his assistant check on the easement and let Ms. Colwell know if there are any restrictions.

Mr. Moultrie asked about a snow and ice plan.

Mr. Paultiz showed the board where snow would go.

Mr. Moultrie asked about square footage of area for snow storage.

Mr. Paultiz stated that they would have 1200sq ft of area for snow removal.

Mr. Moultrie asked for this to be shown on the plan.

Mr. Paultiz stated that this would be on the parking plan.

Larry Graham arrived at 9:35pm.

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Mr. Graham stated that he brought an over lay to show the board how a large truck could make the turn.

Discussion on entrance and the Fire Chiefs concerns.

Mr. Graham stated that a fence is a problem with Mr. Morrow. He stated that Mr. Hawksley has stated that he does not want a fence.

Mr. Moultrie stated that as long as the abutter is aware that he can not ask for a fence later.

Ms. Colwell would check minutes to see if abutter did not want fence.



Mr. Morrow stated that a fence would be 5 feet from Mr. Hawksley's home.

Mr. Sarno asked about site landscaping.

Mr. Paultiz gave the board copies of outdoor lighting they will be using. He showed where lights have been removed and where they are revising to put lights.

Mr. Paultiz stated that a foundation out back and would be taken out.

Mr. Moultrie stated that the foundation was from an old train station at the site. He stated it was called Leveretts Corner.

Mr. Paultiz described the wall that they will have to build to raise the septic system. He stated that they would double up on vegetation to hide the wall.

Mr. Graham stated that with the water table 2 ft lower than they thought the wall would only be 3-ft high.

Mr. Hopkins stated they would they have to come back before the board if this is changed higher or lower.

Mr. Graham stated that if wall grows because of water level they might need to look at other measures.

Mr. Paultiz stated that they would also have an additional wall of 2-ft at the entrance to protect the curb.

Page 8-Section G---Mr. Sarno asked about gas service.

Mr. Paultiz stated that that there are two lines on the plan and that they would be using one that is on site and adding a new line to opposite side of site.

Mr. Graham stated that he was trying to have them not cut the road.

Mr. Moultrie stated that Central Street would be repave so this would not be a problem.

# 5---Mr. Paultiz stated that they would be removing an existing utility pole and will be repositioning it.

Section I---Construction sequencing---Mr. Graham stated that some work has to be done on the sequencing.

Section J---Mr. Sarno stated that the Board requires Bonding for if the developer walks away from the plan than the board has funds to finish the project.

Mr. Kroner stated that he could give the board a letter on the Homeowners Association documents.

Ms. Colwell stated that they would require a bond that would last through construction.

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Mr. Moultrie stated that there have been some issues with the Gas Station and Mr. Hawksley.

Discussion on the parking and sidewalk on Central Street by the Hawksley's and neighbors.

Ms. Colwell asked if the Board would want to go on site visit.

Board stated that they toured the site recently.

Ms. Colwell stated that she would schedule a site walk with Mr. Morrow for herself.

Mr. Sarno asked what they would do next.

Mr. Paulitz hoped to have new plans to Mr. Graham in a week.

Mr. Sarno stated that they would be able to return in January.

Mr. Morrow stated that they are in a hurry and the seller is putting pressure on them to move forward.

Mr. Sarno stated that as the plan looks he is in approval of the plan. He stated that they have not yet gone before the ConsCom and that that would take some time also.

Mr. Sarno stated that 201 Central Street would return on January 10<sup>th</sup>, 2001.

**Vouchers**

**Payroll**

Kathleen Bradley Colwell-----	\$856.96
Janet Pantano-----	255.30

Mr. Evangelista made a motion to pay. Second by Mr. Moultrie. All in favor 4-0.

**Technical/Supplies, etc.**

H. L. Graham-----	Courts & Lanes-----	\$40.00
Nunan The Florist-----	Tree-Belleau Woods-----	699.99
H.L. Graham-----	201 Central Street-----	837.25
H.L. Graham-----	Chaplin Hills-----	325.25
Postmaster-----	Stamps-----	33.00

Mr. Evangelista made a motion to pay. Second by Mr. Moultrie. All in favor 4-0.

Mr. Hopkins made a motion to go into Executive Session. Second by Mr. Evangelista.

Mr. Sarno—yes

Mr. Moultrie—yes

Mr. Hopkins—yes

Mr. Evangelista—yes

All in favor 4-0.

Mr. Moultrie made a motion to adjourn. Second by Mr. Evangelista. All in favor 4-0.

Meeting Adjourned at 10:50PM.

Minutes transcribed by J. Pantano

Minutes approved December 13, 2000