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Town of North Reading
Massachusetts

TOWN CLERK
NORTH READING, MA

Community Planning

MINUTES

Tuesday, May 12, 2015

Mr. Cristopher B. Hayden, Chairperson called the Tuesday, May 12, 2015 meeting of the Community Planning Commission to order at 7:30p.m. in Room 5 of the North Reading Town Hall, 235 North Street, North Reading, MA.

MEMBERS

PRESENT: Christopher B. Hayden, Chairperson
William Bellavance, Vice Chairperson
Patricia Romeo, Clerk
Warren Pearce
Joseph Veno

STAFF

PRESENT: Danielle McKnight, Planning Administrator
Debra Savarese, Administrative Assistant

OTHERS

PRESENT: Stephen O'Leary, Board of Selectmen
Michael Gilleberto, Town Administrator

Mr. Hayden informed all present that the meeting is being recorded.

Re-Organization of Officers

Mrs. McKnight called for nominations for the Chair.

Mr. Hayden was nominated.

the Community Planning Commission voted to elect Mr. Hayden as Chairperson for a one year term and voted 5-0:

Mrs. McKnight then handed the gavel to Mr. Hayden who called for nominations for Vice Chair.

Mr. Bellavance was nominated.

the Community Planning Commission voted elect Mr. Bellavance as Vice Chairperson for a one year term and voted 5-0:

Mr. Hayden called for nominations for clerk.

Mrs. Romeo was nominated.

the Community Planning Commission voted to elect Mrs. Romeo as Clerk for a one year term and voted 5-0:

Re-organization of Liaisons

Board/Committee:

Board of Selectmen
 4th of July Committee
 Conservation Commission
 Zoning Board of Appeals
 Housing Partnership Committee
 Metropolitan Area Planning Council
 Historic District Commission
 Historical Commission
 Finance Committee
 J.T. Berry Committee
 Land Utilization Committee
 School Committee
 Recreation Committee
 Wastewater Advisory
 School Building Committee
 secondary, elementary

Representative:

Christopher Hayden
 Warren Pearce
 William Bellavance
 Patricia Romeo
 Joseph Veno
 William Bellavance
 Patricia Romeo
 Christopher Hayden / Patricia Romeo
 Warren Pearce
 Warren Pearce
 Christopher Hayden
 Warren Pearce
 Christopher B. Hayden
 Warren Pearce
 William Bellavance

Pedestrian Committee
Commission on Disabilities

Joseph Veno
Joseph Veno

Minutes

Mrs. Romeo moved, seconded by Mr. Pearce and voted 4-0: (Mr. Veno abstained)

that the Community Planning Commission vote to accept the minutes of April 21, 2015 as written.

Middle/High School Driveway

Mr. Hayden stated that commission looked at this informally a couple of weeks ago and are fine with it. Their only concern is who will be setting the bounds. Will it be the contractors or will the Town Engineer be handling it.

Mr. Gilleberto stated that because of the willingness of this commission to allow some flexibility in terms of the timing of it the Town Engineer will be able to do it.

Mr. Hayden stated that they would prefer to have it done in-house because it would cost the town more money.

Mr. Gilleberto stated that it is all being done, separately contracted, not through the general contractor for the school project.

Mr. O'Leary stated that they appreciate the commission working with them to bring it to a closure. The Gills have been very amendable in working with the town, but then it got a little messy with liability and insurance.

Mrs. Romeo moved, seconded by Mr. Pearce and voted 5-0:

that the Community Planning Commission vote to endorse the Street Acceptance plan for the Middle/High Scholl Driveway and that the Community Planning Commission recommend acceptance as a public way, and that the article be forwarded to the Board of Selectmen for inclusion in the June 2015 Town Meeting Warrant.

Swan Pond Road Legislation - update

Mr. Gilleberto stated that in regard to the legislation to remove a portion of the Swan Pond Road that is currently under Conservation restriction that was approved at the October Town Meeting, with the intention of ultimately going to the town to accept the road as a public way and submit to the State for Chapter 90 mileage reimbursement. The Bill had a hearing today, that he attended and testified at. The committee seemed to receive it favorably. Although they did run into what seems to be a Scribner's error, in terms of the identification of the parcel in question.

It should have been labeled as 0 Swan Pond Road, but in the Article it was written as 55 Swan Pond Road. With any street acceptance there is a map that goes with it. The map and lot number were accurate. They had Town Counsel right an opinion on it that he submitted today. He believes that it was passed as an issue and should be able to move to the legislature process. He appreciates the efforts of this commission and in particular Mrs. McKnight's efforts in support of this.

Mrs. McKnight stated that this was part of the Forest Park subdivision that had a stipulation that once the streets in the subdivision were accepted they had to give the parcel to the Conservation Commission, which was overlooked. The Conservation Commission stated that they do want it and the current owner Habitech, Inc. is in agreement.

Mr. Gilleberto stated that he did reference at his testimony that the town is giving up less than a ½ acre and are anticipating receipt of more than seven acres later this calendar year. Representative Jones submitted written testimony that the public is using this road every day.

Planning Administrator's Update

June 2015 Town Meeting

Mrs. McKnight asked the commission if they would like to have a space booked for Town Meeting.

Mr. Pearce stated that a space that could hold fifteen people should be adequate.

The consensus of the commission is that they should have a room to use before Town Meeting.

Master Plan

Mrs. McKnight stated that she is going to start looking at ways to start doing the Master Plan, which is probably going to be a large and probably a costly proposition. Rich Wallner, Rita Mullen, Mary Prenney and some other folks have been spearheading an initiative to figure how to better serve seniors in town. One of the things they want to do is a housing needs assessment, not just for senior housing, but to find out what the housing needs are in town. Their focus is on seniors and affordability. But because we are going to do a Master Plan update she thinks that it would be a great thing to do anyway and would be able to include it in as a chapter. If they go ahead and do a housing need assessment she would like to be sure that it really encompasses everything. She does not know what the budget would be for this, she believes that this group does have a source of funds that they are pursuing and they even have some private funds that they have pulled together. She wanted to know if the commission would be in support of collaborating with them.

Mr. Hayden stated that he absolutely would support this.

Mr. Pearce asked if a parcel of this is the Open Space Master plan.

Mrs. McKnight stated that the Open Space Master plan was done in 2013 and is separate. There may be information that they can take from it.

Business Guide

Mrs. McKnight stated that she has been calling different firms and groups to discuss the business guide. She really liked the guide that Dedham sent to her. It is not extremely information heavy. We do have permitting guide that has a lot of detail and at some point she would like to update it, but updating the whole thing will be extremely costly. There was discussion where the commission thought that it would be a good idea to focus on commercial development and doing the guide specifically for business owners. The Cecil Group did the guide for Dedham and she has worked with them before. She spoke to Ken Buckland who managed this project and told her that it cost \$12,000.00, but she does not think that that they can spend more than \$10,000.00 because we are talking about the rest of the Economic Development Funds. She has shopped this particular guide around to other groups and should be getting some other quotes.

Mr. Veno asked where the funds came from.

Mrs. McKnight stated that they received the funds from the Board of Selectmen for Economic Development related activities.

Charles Street

Mrs. McKnight stated that they are almost ready to do the off-site work, but they were supposed to post a bond and she has not received it yet. They did meet last week with the developer and he is aware that a bond needs to be posted. She has made Dave Giangrande of Design Consultants, Inc. aware of this.

Mrs. Savarese stated that Mr. Giangrande came to the office and said that he had received Mrs. McKnight's message. He said that the developer is not calling for inspections. He has visited the site, but is unable to locate the developer.

Mrs. McKnight stated that the other issue is that the town is going to be paving Charles Street this fall. Once it is paved the developer will not be able to open it for five years.

Mr. Pearce asked if he has the capability to post the bond.

Mr. Veno asked who determines the amount of the bond.

Mr. Pearce stated that Design Consultants, Inc. sets the amount by using a State guide.

The consensus of the commission is to have the owner/developer come to the next meeting to discuss the schedule.

Carpenter Drive

Mrs. McKnight stated that she last heard is that town engineer and Mr. O'Neill have been trying to reach each other by phone, because he still does not have the plans that were requested for the wall.

The consensus of the commission is to have the owner/developer come to the next meeting to discuss the schedule.

Carpenter Drive - Name Change

Mrs. McKnight stated that she did not hear from Tony Ritchie and therefore this item should have been taken off the agenda.

140 North Street – cell towers

Mrs. McKnight stated that Verizon is proposing replacing 6 of its 12 existing antennas, installing 3 remote radio heads and 3 combiner boxes, and putting new lines into the existing cable tray. The equipment will be within existing shelter and she has discussed the plans with the building inspector and determined there is no expansion of the base station. Therefore, no special permit would be required. She would like to know if the commission had any comments or requests regarding the appearance of the equipment (paint colors, etc.)

Zoning Board of Appeals

2 Puritan Road – On the petition of Andrew and Kimberly Fabrizio for a variance/special permit for an extension of four feet to the front entry of residence per the setback requirements.

The Community Planning Commission has no comment at this time.

3 Eugley Park West – on the petition of Aldo Raucci for a special permit to set up a chicken coop to house four (4) chickens in the backyard of his residence.

The Community Planning Commission does not object to the petition if there is neighborhood support and recommends a condition that no roosters be allowed.

6 Lindor Road – On the petition of David and Michele Gwozdz for a variance/special permit for an addition per the setback requirements.

The Community Planning Commission recommends ensuring there will be no negative impact on abutters, especially those at 8 Lindor Road.

286 Park Street – On the petition of Claude Robotham for a special permit for a cabinet furniture shop.

The Community Planning Commission recommends the following:

1. Abutters do not object
2. Applicant adheres to home occupation bylaw §200-42

223 Central Street – On the petition of Sean and Amy Barry for a special permit to house two (2) horses.

The Community Planning Commission does not object to the petition, as long as minimal impact to abutters is ensured.

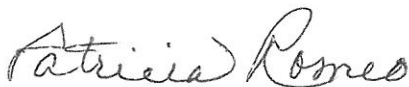
78 Marblehead Street – On the petition of Eduardo Vasquez for a home occupation special permit for a painting business.

The Community Planning Commission recommends the following:

1. Ensuring there will be no negative impact on abutters.
2. A condition that the applicant adhere to the home occupation bylaw, §200-42.

Adjournment at 9:25PM

Respectfully submitted,



Patricia Romeo, Clerk