



Planning Board
Meeting Minutes

Board Members

Rick McHugh, Chuck Walkovich, Casey Campetti, Al Patenaude, Paul Lonergan

Staff

Brynn Montesanti, Assistant to Planning Board

Attendees

See attached attendance sheet

9/9/2019 - Minutes

1. Call To Order

Mr. McHugh opened the meeting at 7pm.

2. Acceptance Of Minutes

3. Appointments

a. Pre-Application Plan Review - 28 Hollis Street

Mr. Visniewski was present at the meeting, his clients at Family Tree Child Care are proposing building an addition that once built will make the building over 3,000 square feet which would trigger a major site plan review. The addition is about 900 square feet, it would be for the provision of activity and play areas and would not require an increase in office space, employees, children or associated parking. It will be an enhancement to the facility. The Board reviews the pre-application sketch and suggests applying as a major site plan and to submit appropriate waivers along with the application.

4. Plan Endorsement

a. ANR Parcel Swap - 94 & 100A Shirley Street

The Board reviews the plan and goes through the ANR checklist and all items were identified and confirmed. Mr. Lonergan motions to endorse the plan. Mr. Patenaude seconds. All in favor.

b. ANR - 88 South Road

The Board reviews the plan and goes through the ANR checklist and all items were identified and confirmed. Mr. Lonergan motions to endorse the plan for the ANR at 88 South Road. Mr. Patenaude seconds. All in favor.

5. Action Items

a. Special Permit Extension Request - 26 Tucker Street

Ms. Lisa Small was granted a special permit on August 24, 2016 and extended it for 2 years in

November 2017. She is seeking an additional extension on the special permit which will expire in November of 2019 and construction has not yet begun. The Board reviews the original decision and sees no reason why this request for extension should not be granted. Mr. Patenaude motions to grant the extension on special permit 2016-02. Mr. Walkovich seconds. All in favor.

6. Reports/Correspondence/Discussion

a. Reedy Meadows Update

Ms. Montesanti addresses the Board about some residents' concerns about the progress of getting the development completed and road accepted by the Town, she also reminds the Board that the performance bond that was in place had expired in May 2018. Ms. Montesanti had met with Mr. Kalinowski and Mr. Schrader about the amount the performance bond was initially in place for and the amount needed at this point in time could be reduced to \$249,458.00. Mr. Cricones, owner of Pro Homes LLC, was present at the meeting and questioned the amount still needed for the performance bond, thinking that it was still high. Mr. Patenaude explains the reasoning behind the amount still needed until Mr. Cricones brings the road to Town Meeting for acceptance by the Town of Pepperell. The DPW Director also is requesting that by November 1 all the catch basins be cleaned and the filter fabric needs to be replaced by a product to be specified by Mr. Schrader. Also all catch basins need to have some hot mix brought in and placed around the raised castings to prevent them from being damaged by plows. Mr. Cricones agrees to address these items as well as the performance bond.

Also present at the meeting were a couple of residents of Reedy Meadows that asked to share some additional concerns with the Board. They expressed concern of access during the winter to the development by emergency services, USPS and school buses, Mr. Cricones doesn't keep up with the plowing and maintenance during the winter making it very difficult not just for the homeowners but other delivery and services trying to attempt access to the development. They also mentioned that several trees planted last year did not come back, the road is cracking, the sidewalks aren't built to code as they see they should and the materials used to plant their lawns contain species of Japanese Knotweed they believe, they also have found glass in their soils. The residents are very concerned that the developer will not finish the project and they will be left stranded with no Town services.

After listening to the concerns of the residents the Board decides that they would do a site visit to Reedy Meadows at 6pm on September 23. They thanked the residents for coming to the meeting and sharing these items with the Board.

b. MVP Grant Update

Ms. Montesanti updates the Board that a kick-off meeting was held and that a list of tasks were established. Also Mr. MacLean was setting up an Advisory Team for the grant. Ms. Montesanti will continue to keep the Board updated.

c. Complete Streets Update

Ms. Montesanti informed the Board that the Town had engaged in a contract with VHB to move forward with the prioritization plan which is part of Tier 2 of the Complete Streets Program.

d. NMCOG Update

There was no meeting in August.

e. Master Plan Update

Mr. Walkovich informed the Board that the next meeting would be on September 12th, they are continuing moving forward to the Economic Development chapter.

7. Future Meeting

Mr. Patenaude motions to adjourn meeting. Mr. Walkovich seconds. All in favor. Meeting adjourned at 8:07PM

Respectfully submitted by Brynn Montesanti, Administrative Assistant to Planning Board.