

Erik Neyland
MG
7/18/19
DS

PLANNING BOARD MINUTES

Wednesday, June 26, 2019 at 7:30 p.m.

Town Hall – Board of Selectmen's Room

663 Main Street

Members Present: Erik Neyland (Chair), Danielle Spicer, Mark Sprague, Michael Gorr and Peter Driscoll

Members Absent: James Barr (Associate)

Also Present: Erica Uriarte (Town Planner)

PUBLIC HEARINGS

None.

BUSINESS

Tadmor Subdivision – ANR Plan

- The Planning Board endorsed an ANR Plan to modify the lot lines between Lot 1A and Open Space 1 to accommodate the length of the fire cistern located at the entrance of the development. The cistern is to be located fully within the open space.
- **Mark Sprague moved to accept the lot line modifications between Lots 1 A and Open Space 1 for Tadmor Subdivision as shown on the Ducharme & Dillis ANR Plan dated 02/01/19. 2nd by Michael Gorr. All in favor 4/0/0.**

(Danielle Spicer entered the meeting).

Keyes Farm Subdivision – ANR Plan

- The Planning Board endorsed an ANR Plan to modify the lot lines between Lots 1A and 2A. Area from Lot 2A is being conveyed to Lot 1A to accommodate the well and septic system for Lot 1A. Lot 2A remains a conforming lot in accordance with Bolton's Zoning Bylaw (FOSPRD).
- **Mark Sprague moved to accept the lot line modifications for Lots 1A and 2A for Keyes Farm subdivision as shown on the Ducharme & Dillis ANR Plan dated 02/26/19. 2nd by Michael Gorr. All in favor 5/0/0.**

Walter & Kevin Eriksen, 147 Long Hill Road Common Driveway

- Mark Sprague recused himself as an abutter to the project.
- Kevin Eriksen provided an update to the Planning Board regarding the remaining outstanding construction items that were completed as part of the project. The Applicant conducted the following:
 - Loam and hydro seed within the limits of the common driveway easement.
 - Raised the elevation of the stormwater basin berms as needed.
 - Planted 35 shrubs and 4 trees.

- Installed address signs.
- Cleaned debris from stormwater basins.
- Uncovered the drain manhole, raised the structure with barrel blocks and paved around the structure.
- Constructed the new swale designed to capture runoff from a portion of the yard draining across the driveway.
 - A portion of the driveway upgradient of the catch basins was supposed to be crowned, but was cross sloped instead. The condition allows runoff from one of the resident's yard to sheet flow across the pavement. Walter Eriksen's engineer, Ducharme & Dillis Civil Design Group, Inc., designed a swale be constructed to intercept the runoff and drain the water to the stormwater basin.
- Fred Hamwey was not provided sufficient notice to observe the work being conducted. It was relayed to Walter and Kevin Eriksen in advance that Fred needed to be present for the construction. Kevin indicated that there was a short window of time between the Conservation Commission meeting and the Planning Board meeting to conduct the work. Therefore advance notice was not possible. The work completed required a negative RDA determination by the Conservation Commission before the applicant could commence. However, the applicant failed to let Fred know which days the contractor would be on site.
- Based on site observations, Fred Hamwey determined that the drain manhole was not constructed with a concrete collar as required by the approved site plans. Instead, the applicant used only barrel blocks to raise the structure.
- Fred Hamwey also noted that in accordance with the Stormwater Management O&M Plan, Walter needs to mow the stormwater basins as part of the clean out.
- Walter Eriksen will send the material slips to Fred Hamwey so that he can confirm the loam amount (average depth) placed on site.
- The final as-built plan will identify the plantings installed (species and caliper) so that Fred Hamwey can confirm the number and size of plantings in accordance with the approved site plans.
- The pavement seam at the drain manhole structure was not finished with infrared heat as previously discussed between Walter Eriksen and Fred Hamwey. Walter to determine if the process can be applied after installation.
- Walter Eriksen will have Ducharme & Dillis review the need for the concrete collar around the drain manhole cover.
- Walter Eriksen will provide additional funds to cover the cost of Fred Hamwey's construction oversight services.
- Residents present at the meeting were concerned with the quality of the work since Fred Hamwey was not present to observe the construction.

Master Plan Discussion

- Planning Board reviewed the draft charter for a Master Plan Steering Committee to spearhead the effort of updating the plan. The charter is to be voted on by the Planning Board

and Board of Selectmen during the Selectmen's meeting on July 11th. The charter was edited as follows:

"The Planning Board seeks to establish a committee to update Bolton's Master Plan. The committee is charged with assessing the current 2006 plan and amending the plan as necessary to provide a basis for decision making regarding the long-term physical development of the municipality. The comprehensive plan shall be internally consistent in its policies, forecasts and standards, and shall include, but not be limited to, the following elements in accordance with M.G.L., Chapter 41 §81D: goals and policies, land use plan, housing, economic development, natural and cultural resources, open space and recreation, services and facilities, transportation, impact to town finances and implementation. Members of the committee shall be residents of Bolton with experience in Massachusetts policies/practices, planning, team building, population planning, traffic planning, municipal planning, economic development, land use and zoning, and finances. Members shall also represent special interests including cultural resources, open space and recreation, schools, housing, conservation, business, seniors, new residents, and long term residents. Eleven (11) members shall be appointed by the Planning Board and shall report directly to the Planning Board and Board of Selectmen."

ADMINISTRATION

Organization of the Board.

- **Michael Gorr motioned to nominate Erik Neyland as Chairman of the Planning Board for FY2020. 2nd by Danielle Spicer. All in favor 5/0/0.**
- **Michael Gorr motioned to nominate Danielle Spicer at Vice Chairman of the Planning Board for FY2020. 2nd by Mark Sprague. All in favor 5/0/0.**

Summer Meeting Schedule.

- Planning Board will meet July 17th and August 14th at 7:30 pm in Town Hall.

Danielle Spicer motioned to adjourn the meeting at 9:00 pm. 2nd by Michael Gorr. All in favor 5/0/0.

