

Erik Neyland 8/14/19
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MF

PLANNING BOARD MINUTES

Thursday, July 18, 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 James Barr (Associate)

Members Absent: Peter Driscoll

Also Present: Erica Uriarte (Town Planner)

PUBLIC HEARINGS

None.

BUSINESS

Zachary Green, 110 Nourse Road

- The Applicant sought input from the Planning Board regarding a landscape plan that is required as part of his shared driveway in accordance with his Backland lot Special Permit.
- The Backland Lot Special Permit dated 2005 required "*Visual consequence to the property at 104 Nourse Road shall be reduced with vegetative screening along the shared driveway in a landscaping plan to be submitted to the Planning Board at the time the shared driveway application is submitted*".
- The Applicant indicated that he had removed one pine tree on his property to provide access to the back portion of his lot for the new home.
- According to the driveway plan submitted by Zachary Green (Sewage Disposal System Design Plan, Lot 5A Nourse Road, prepared for Peter & Rachel Ross dated 02/29/16) there is approximately 65 ft. of shared driveway. According to photos and aerials of the property, the Planning Board believed that the previous Board intended for landscaping to be provided within the opening that extended beyond the limits of the "shared driveway" along the driveway for 110 Nourse Road.
- The Planning Board suggested the trees be planted within the opening and be a specie of coniferous tree used for screening spaced at intervals suggested for that species. The Board recommended "arborvitaes".
- The Applicant to submit a sketch showing the location, number, size and species of the trees to the Planning Department. Erica Uriarte will disperse to the Board members via email. No further meetings are required.

Andrew Bendetson, Century Mill Estates

- Andrew Bendetson will provide a cut sheet for the street light fixture for the intersection of Spectacle Hill Road and Mill Pond Road by the Planning Board's next meeting. The

style of fixture was recommended by the Chair of the DRB. Andrew Bendetson is researching a local distributor to determine cost.

- The Planning Board reviewed the easement language for the terminus of Mill Pond Road at 71 Mill Pond Road. Both the homeowner, Kai Chuang, and Andrew Bendetson are amenable to the most recent edits. Kai Chuang's mortgage company will need to assent to the easement as indicated by Town Counsel. Andrew Bendetson will not complete construction of the last 300 ft. of Mill Pond Road without the easement in place.
 - **Danielle Spicer motioned to support road acceptance of Phases 2 and 4 that would exclude the last portion of Mill Pond Road (approximately 300 ft. of road passed Cider Circle) if easement on property at 71 Mill Pond Road cannot be obtained in time for construction. 2nd by Michael Gorr. All in favor 5/0/0.**
- The Planning Board reviewed bond for Phases 2 and 4 and the bond release process/schedule relating to the work completed in these phases.
 - Andrew Bendetson will contact subcontractors to find out if they will complete all the work prior to being paid. Andrew Bendetson anticipates using the bond money to pay the subcontractors. One option is that the Town, with Andrew Bendetson's authorization, can pay the subcontractors directly.
 - The Planning Board continued to work on an agreement with Andrew Bendetson regarding the last 10% of bond that will need to be held over the winter prior to Town Meeting in May 2020. Andrew Bendetson insists that he needs most of this cash bond to pay the subcontractors.
 - Various surety options being discussed include insurance policy, portion of cash bond, Phase 1 lots and paving company warranty.
 - Andrew Bendetson will contact the insurance company to find out if the coverage of the policy can be expanded upon beyond damages. He will also obtain a copy of the warranty from the paving company.
 - Town Counsel will need to weigh in regarding the lots in Phase 1 since these lots are in tax title and have mortgages.
 - Erica Uriarte will work with Town Counsel and Andrew Bendetson to come to an acceptable form of surety. Planning Board will schedule a short meeting to approve the surety prior to their next regularly scheduled meeting on August 14th.

Master Plan Discussion

- The Planning Board and Board of Selectmen approved the charter for the Master Plan Steering Committee 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 taxes 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.”

- The Planning Board reviewed preliminary edits to the Implementation Matrix associated with the current 2006 Master Plan. A column was added entitled “current status” to provide an update regarding each of the Town’s goals. In addition, new sections to the matrix were added including “Town Finances & Taxes” as well as “Climate Resiliency” which will be covered in the new Master Plan.

ADMINISTRATION

- Planning Board appointed Michelle Tuck, Danielle Spicer, Natalie Gabrielle, and David Petit to the Design Review Board.
 - **Mark Sprague moved to appoint Michelle Tuck, Danielle Spicer, Natalie Gabrielle, and David Petit to the Design Review Board. 2nd by Michael Gorr. All in favor 4/0/1. Danielle Spicer abstained from the vote.**
- Planning Board appointed Erica Uriarte as Bolton’s MAGIC Representative.
 - **Mark Sprague moved to appoint Erica Uriarte as Bolton’s MAGIC Representative. 2nd by Danielle Spicer. All in favor 5/0/0.**
- Approval of Meeting Minutes.
 - **Danielle Spicer motioned to approve meeting minutes from June 12, 2019 and June 26, 2019. All in favor 5/0/0.**

Danielle Spicer motioned to adjourn the meeting at 8:57 pm. 2nd by Michael Gorr. All in favor 5/0/0.