

MERRIMAC PLANNING BOARD

October 18, 2022

MINUTES

CALL TO ORDER: Chair Sandra Venner called the meeting to order at 7:07 PM

ATTENDANCE: Chair Sandra Venner, Member Thomas Abisalih, Member Dennis Brodie

Absent: Vice Chair Karol Flannery, Member Keith Pollman

Motion to approve minutes of September 20, 2022. 1st Thomas Abisalih, 2nd Dennis Brodie, All in favor 3-0

APPROVAL OF MINUTES for 4/19/2022: Minutes from meeting on 4/19/2022 moved to next Planning Board meeting for a quorum of those members that were present.

Planning Board Administrative Assistant

Sandra Venner provided an update as to the hiring of a new Administrative Assistant for the Planning Board. Ms. Venner stated that we have received a resume from Ashley Boudreau and both Ms. McClure and I met with her to discuss the potential position. We both were impressed with her and thought she would be a good fit for the position. As we would like to fill the position as soon as possible, we put the hire before the Selectmen for their meeting and would like a vote tonight from the Board on this matter.

A motion was made to affirm the hiring of Ashley Boudreau as the new Planning Board Administrative Assistant. 1st Dennis Brodie, 2nd Thomas Abisalih, All in favor 3-0

OLD BUSINESS:

Storm Water Management For 1 High Street.

Denise McClure informed the Board that there has been no update as to the status of the project at 1 High Street since the Board's last meeting.

PROJECT UPDATES:

118 East Main Street/Merrimac Crossing: Robert Sinibaldi stated that the project is moving along steadily and the site is stable.

Abbey Road: Robert Sinibaldi stated that the project is moving along steadily.

Regency Mixed Use: Robert Sinibaldi stated that the project is moving along quickly.

NEW BUSINESS:

73 Birch Meadow Road ANR Plan

Maggie Brown of Essex County Greenbelt Association presented the ANR plan for 73 Birch Meadow Road. Essex County Greenbelt has been working with the property owner and the property owner has offered to donate a portion of their land to Essex County Greenbelt. The plan shows the subdivision of the lot to allow for the dwelling that sits on the land to be on one lot and the land proposed for donation to be on another lot.

Sandra Venner stated that the land that is being donated is green pasture land and is happy to see the land remain undeveloped. Ms. Venner also asked whether the address was correct and if Birch Meadow loop was public.

Ms. Brown stated that the address shown on the plan is the address as it is on the Assessor's Maps.

Ms. McClure stated that Birch Meadow loop is shown on the plan to be public and has been stamped by a Certified Land Surveyor.

A motion was made to endorse the ANR plan for the property located at 73 Birch Meadow Road. 1st Thomas Abisalih, 2nd Dennis Brodie, All in favor 3-0

51 East Main Street

An application for a special permit and site plan review for the parcel located at 51 East Main Street has been submitted to the Planning Board. The applicant has requested that the opening of the Public Hearing be continued and scheduled for a future Planning Board meeting.

A motion was made to continue the special permit and site plan review application for 51 East Main Street until November 1, 2022 at 7:00 PM. 1st Dennis Brodie, 2nd Thomas Abisalih, All in favor, 3-0

CORRESPONDANCE

None

WARRANTS/FINANCIAL

1. Poplar Hill – Escrow Account Release

A request was made to release the remaining balance of funds in the escrow account for the project located at Poplar Hill.

A motion was made to release the remaining funds (\$506.70) in the Poplar Hill Escrow Account. 1st Thomas Abisalih, 2nd Dennis Brodie, All in favor, 3-0

2. Lakewood Heights – Escrow Account Release

A request was made to release the remaining balance of funds in the escrow account for the Lakewood Heights project.

A motion was made to release the remaining funds (\$2,167.64) in the Lakewood Heights Escrow Account. 1st Thomas Abisalih, 2nd Dennis Brodie, All in favor, 3-0

3. Warrant – Invoice from Horsely Witten - \$597.97 for 118 East Main Street

COMMUNICATIONS, NOTICES & ANNOUNCEMENTS

Surrounding Towns

1. Haverhill - Request for a Planned Development Special Permit at 145 Oxford Avenue.
2. Haverhill – Request for a Flexible Development Special Permit at 188 Lake Street.
3. Haverhill – Request to rezone a parcel to BP

Confirm Next Meeting:

The next meetings of the Planning Board will be on November 1, 2022 to open the public hearing for 51 East Main Street and on November 15, 2022, which is a regularly scheduled meeting.

ADJOURNMENT: 7:41 PM. Motion to approve adjournment, 1st Tom Abisalih, 2nd Dennis Brodie. All in favor 3-0