

## **MERRIMAC PLANNING BOARD**

August 15, 2023

### **MINUTES**

**CALL TO ORDER:** Chair Sandra Venner called the meeting to order at 7:02 PM

**ATTENDANCE:** Chair Sandra Venner, Member Thomas Abisalih, Member David Cressman

**ABSENT:** Vice Chair Karol Flannery, Member Dennis Brodie

Motion to approve minutes of July 13, 2023. 1<sup>st</sup> Thomas Abisalih, 2<sup>nd</sup> David Cressman, All in favor 3-0.

#### **OLD BUSINESS:**

1. Stormwater Management for 1 High Street – no new updates – due to high amounts of rainfall an in person visit by the building inspector is needed. Bob Sinibaldi will walk the property before the next meeting.

#### **PROJECT UPDATES:**

1. **118 East Main Street/Merrimac Crossing** – no new updates
2. **Abbey Road** – no new updates
3. **Regency Mixed Use** – no new updates

#### **NEW BUSINESS:**

1. Public Hearing (Cont.) – 51 East Main Street – Special Permit and Site Plan Review – the applicant has submitted to Conservation Commission and is requesting a continuance until the Sept 19<sup>th</sup>, 2023 meeting. Motion for continuance – 1<sup>st</sup> Thomas Abisalih, 2<sup>nd</sup> David Cressman, All in favor 3-0.
2. 19 Green Street ANR Plan – the applicant received a variance for the required frontage and the property is located on an accessible road. Motion to approve 1<sup>st</sup> Thomas Abisalih, 2<sup>nd</sup> David Cressman, All in favor 3-0. Signed plan returned to applicant for recording.

#### **CORRESPONDENCE:**

1. Select Board Liaison: Irina Gorzynski has been selected as the liaison from the Select Board to the Planning Board. She proposed a discussion regarding electric vehicle (EV) charging stations. Nothing has reached the planning board regarding EVs. For EV charging station proposals to move forward, first a sufficient lot would need to be identified.
2. Zoning By-Law Review: Denise McClure discussed the Zoning By-Law review and updated the Board. The drafting of the update is nearly complete and following legal review it is expected that the update will be included on the Fall or Spring 2024 Town Meeting warrant.
3. Master Plan Update: Denise McClure informed the Board that the Town received grant funding to update its 20 year old Master Plan. Ms. McClure further stated that the Town will be hiring a consultant to update the plan.
4. Warrant Authorization: Thomas Abisalih proposed that the authority for the Chair to authorize treasury warrants may need to be voted on annually or with turn over to new board members. Denise McClure and the Planning Board assistant will look further into this matter by the next meeting.

#### **WARRANTS/FINANCIAL:**

1. Warrant – Invoice from North of Boston Media Group for a legal ad placed for a zoning by-law amendment, approved on a 3-0 motion by Chair Sandra Venner, second by Member Thomas Abisalih.
2. Warrant – Three Invoices from PRS Group for technical support during the period, approved on a 3-0 motion by Chair Sandra Venner, second by Member Thomas Abisalih.
3. Warrant- Amazon Office Supplies, approved on a 3-0 motion by Chair Sandra Venner, second by Member Thomas Abisalih.
4. Warrant – Occupational Health Services – New Employee Hire, approved on a 3-0 motion by Chair Sandra Venner, second by Member Thomas Abisalih.

**COMMUNICATIONS, NOTICES & ANNOUNCEMENTS:**

Surrounding Towns:

1. City of Haverhill – Request to rezone residential commercial to mixed zone to build at 3 Kenoza Ave
2. City Of Haverhill – Request for special permit, build three-family residential at 66 Riverdale Ave Lot 1 & Lot 2
3. West Newbury – Request for reduced frontage and common driveway at Crane Neck Street
4. DEP Waterways License – Replace boat ramp at 0 Lake Attitash

**CONFIRM NEXT MEETING:** The next meeting of the Planning Board will be on September 19<sup>th</sup>, 2023.

**ADJOURNMENT:** 7:56 PM. There being no further business to come before the Board, and upon a motion by Mr. Thomas Abisalih, second by Mr. Cressman, it was voted to adjourn at 7:56 PM.

Respectfully Submitted, Shayla Wells