

## MERRIMAC PLANNING BOARD

December 14, 2021

### MINUTES

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

**ATTENDANCE:** Chair Sandy Venner, Vice Chair Karol Flannery, Members Thomas Abisalih. Absent: Member Dennis Brodic, Member Keith Pollman, John Thomas, Alternate Member.

**APPROVAL OF MINUTES for 11/16/21, 2021:** MOTION by Karol Flannery., 2<sup>nd</sup> Tom Abisalih: To approve the minutes of 11/16, 2021. VOTE: Unanimous, MOTION APPROVED.

#### Old Business:

**Abbey Road;** Building Commissioner, Bob Sinibaldi requests Board to approve his having the authority to accept the method and amount of payment as agreed to with the new developer for off-site work as the project is behind schedule. Off-site work includes sewer and water on Bear Hill. Board is in approval of the off-site work agreement as long as the tripartite for on-site work is for the amount previously agreed to.

**Motion:** Planning Board understands surety will be set aside for \$307,525.00 for the remaining infrastructure work on-site with contingency that PB authorizes the DPW director to handle final negotiations for off-site work where \$47,000.00 has been determined. DPW Director to report back to PB on progress. 1<sup>st</sup> Tom Abisalih, 2<sup>nd</sup> Karol Flaherty. All in favor 3-0

**Old Glory Way;** Site visits continue to happen. ConCom is satisfied with the information received. Water Consultant to file for water zone solid and infiltrators to be installed. Inspection is completed. Drawing work is close to completion.

#### NEW BUSINESS:

- 1. ANR 14 Nichols Street;** Attorney, Phil Parry presented a summary proposal dividing existing lot in half. The existing home will remain and the new lot will be sited as a single family. ZBA has details regarding the title and information regarding adding deed restrictions. Lot 1, parcel A is under agreement with the family's daughter. They are looking for the Boards endorsement of the ANR as there is appropriate frontage on the way and the ZBA has granted the variance for the area.  
**Motion:** To approve ANR with ZBA request variance filed. 1<sup>st</sup> Karol Flannery, 2<sup>nd</sup> Tom Abisalih. All in favor 3-0. All copies signed.
- 2. Grant for Revision of Zoning By-Laws:** Bob Sinibaldi stated all notifications arrived. Contract was sent but for the incorrect town. Sent to state for correction. When the contract returns to Merrimac, we will revisit with the PB as to what we can accomplish. Timeline is 8-9 months. Chair, Sandy Venner requests public forums before hand to educate the public on the language changes. Bob Sinibaldi agrees t workshops and inviting interested citizens and impacted individual citizens. It was agreed that the Planning Board should move forward with holding a public hearing and including on the warrant for the Spring Town Meeting the zoning change articles that had to be tabled at the FTM due to lack of notice.  
**Motion:** To approve request t move forward with changes and public hearing during February meeting, 1<sup>st</sup> Karl Flannery, 2<sup>nd</sup> Tom Abisalih. All in favor 3-0
- 3. Regulating outdoor lighting;** Bob Sinibaldi has no more information to add to the information handout already distributed regarding light pollution. Language will be passed onto consultant to be studied and placed into a by-law "insight development standards".

4. **Site Plan Review Front Page:** Wording in the 1<sup>st</sup> paragraph edited. 4<sup>th</sup> paragraph "submit 11 hard copies" and send electronically. Proposed to reduce hard copies to 6. Add "Electronic copy of same to the Merrimac Planning Board to [planbd@townofmerrimac.com](mailto:planbd@townofmerrimac.com)". Change \$ minimum amount \$10,000.00 to \$5000.00. Change word type-o of Fining to Filing.

**Motion:** To approve the revisions to the SPR application front page, 1<sup>st</sup> Tom Abisalih, 2<sup>nd</sup> Karol Flannery. All in favor 3-0.

5. **FY 23' Budget Request to include \$20,000.00 for a Planning Consultant;** Include job description to be edited by Chair Sandy Venner. After discussion, the Planning Consultant target monies are \$16,800.00. Review of all of the other budget requests approved.

**Motion;** To approve budget with additional \$16,800.00 for line-item Planning Board Consultant and all other budget money line items. 1<sup>st</sup> Karol Flannery, 2<sup>nd</sup> Tom Abisalih

#### **CORRESPONDENCE:**

1. **WARRANTS:** Horsley Witten invoices approved and sent to developers for 2-week review. Submittal for payment complete as 2-week period is up. Warrant signed
  2. **Old Glory Way:** Motion to change the amount of escrow to \$5268.71 to close out account. 1<sup>st</sup> Karol Flannery, 2<sup>nd</sup> Tom Abisalih, all in favor 3-0
- Surrounding Towns.** Haverhill flexible development as so read.

**NEXT MEETING:** January 18, 2022. 1<sup>st</sup> Karol Flannery, 2<sup>nd</sup> Tom Abisalih. All in favor 3-0

**ADJOURNMENT:** 8:49 PM

*Approved 1/18/22*