

Holliston Planning Board Meeting Minutes of June 30, 2016

In Attendance: Chairman Taro Matsuno, David Thorn, and Josh Santoro. Warren Chamberlain and Geoffrey Zeamer were absent.

Call to Order: The Chairman called the regular meeting to order at 7:00 p.m. in Room 105 of the Town Hall, 703 Washington Street.

General Business:

1. Downtown Corridor Plan Discussion

Updates were provided on the Downtown Initiative Technical Assistance project as well as the traffic signal design/install project. GLM Engineering Consultants has completed their pro bono survey work of the area of the Upper Charles Trail in the area of Blair Square and Casey's (i.e. to Church Street) and the Board has purchased the topographic sheets of the entire town from Schofield Brothers's successor firm. Additional stakeholders will be invited to the July 19th session with Cecil Group, including the Blair Square Committee of the Friends of Holliston Trails as well as the Economic Development Committee and Board of Selectmen. McMahon Associates met with the Town Administrator and key staff in a kick-off meeting and expect 25% design to be completed for early October with a public forum at that time. Funds have been encumbered for the MAPC Technical Assistance match but little progress has been made on completing the Scope of Services or contract for that project. MAPC supervising staff have been contacted about the matter.

2. White Pine Estates II's Surety and Lot Release

Stephen O'Leary, Jr. was present to discuss the request to establish surety in the form of a Lender's Agreement (aka Tri-Party Agreement) and release lots from the no-sale, no-build provisions of the executed covenant agreement. The roadway has been completed to the base course of pavement and public water has been installed at the site as well as a fire protection cistern as required by the Certificate of Action. Motion by Mr. Thorn to approve the amount of \$208,853.81 for Katie Way and the common driveway per the Form E construction Cost Estimate as prepared by Vito Colonna, PE dated June 23, 2016 and the recommendation of AP Associates, the Board's inspector. The motion was seconded by Mr. Santoro with all in favor.

Mr. Thorn made a motion to endorse the Lender's Agreement as prepared by the applicant's attorney. Mr. Santoro seconded with all in favor. He also made a motion to endorse the Lot Release forms for the two lots in phase one as well as the six in phase two pending execution of the Lender's Agreement by the other signatures. Mr. Santoro seconded with all in favor.

3. Hopping Brook Park Phase II Subdivision's Construction Extension

Mr. Santoro made a motion to extend the construction deadline to November 16, 2016 in order to monitor ongoing construction. Mr. Thorn seconded with all in favor.

4. Site Plan Review of 325 Hopping Brook Road

Atty. Jerry Ephraim, David Feist, PE and Don Chemini, AIA were present along with the present owners and the potential future owner/applicant, Andy Rodenhiser. Mr. Feist presented the proposed site plan improvements and existing conditions. He noted that the building was constructed in 1986 and the facility has approximately 90 parking spaces. A one-story warehouse addition with loading docks is proposed as well as a parking lot increase, netting 9 additional spaces. There is no change to the current driveway location. Stormwater improvements in the form of two infiltration basins and deep sump catch basins are being proposed to provide full compliance with State stormwater management regulations. Design data is part of the submission package and soil testing was witnessed by Board of Health Agent, Scott Moles.

**Holliston Planning Board
Meeting Minutes of June 30, 2016**

The site will be used as a two-tenant mixed office and warehouse. An existing office tenant will remain and Rodenhiser Plumbing and Heating will move its entire operation and fleet to the site from its current location at 71 Whitney Street. A 30x60 canopy will overhang the left side of the building for truck loading and pick-up by technicians. Plumbing and heating materials such as copper fittings, pipe, toilets, furnaces, etc. will be stored on site. No hazardous materials are stored on site that require MSDS inventory. The building will be upgraded with a new fire suppression system (Office and warehouse signage will be identified at the Fire Chief's request.). Snow storage areas on the edges of the parking areas were identified. Lighting on the building will be Dark Sky compliant. Two existing pole lights (shoe box type) will be removed. The loading area will be principally used by straight trucks but a larger truck can be accommodated.

Given no further discussion, Mr. Thorn made a motion to approve the Site Plan Review Application with standard findings and conditions. Mr. Santoro seconded with all in favor.

5. Associate Member

After some concern was expressed about meeting attendance and quorums, it was suggested that an effort be made to recruit for an Associate.

Special Permit and Site Plan Review Public Hearing

Lena Realty Trust, 71 Whitney Street

The Chairman accepted the applicant's letter for withdrawal without prejudice dated June 30th. Mr. Santoro made a motion, seconded by Mr. Thorn.

Adjournment - The meeting was adjourned at 8:00 p.m. on a motion made and duly seconded. The next meeting was scheduled for July 19, 2016.

Respectfully submitted,

Karen L. Sherman, Town Planner