

Holliston Planning Board Meeting Minutes of November 14, 2019

In Attendance: Chairman David Thorn, Warren Chamberlain, and Jason Santos. Karen Apuzzo-Langton and Josh Santoro were absent.

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

General Business:

Approval of Minutes

On a motion by Mr. Santos, seconded by Mr. Chamberlain, the minutes of October 10, 2019 were approved as drafted.

White Pine Estates II – Surety/Construction Extension

Atty. George Connors was present to discuss the request to extend the subdivision construction deadline to November 15, 2020 and a revised Form E amount of \$239,842.78. Mr. Parand confirmed that he had reviewed the form as prepared by Vito Colonna, PE and agreed to the adjusted amount. On a motion by Mr. Santos, seconded by Mr. Chamberlain, the Board voted unanimously to extend the construction deadline and adjust the surety amount to reflect 2019 prices to the recommended amount of \$239,842.78. Atty. Connors noted that the surety agreement would be back to the Board within 30 days.

Summitpointe – Construction Deadline/Extension

Correspondence was received from George Connors (dated November 5, 2019) requesting an extension of the date for completion of this subdivision to May, 2020. A request to extend the pavement deadline to November 15th with weather conditions permitting.

Mr. Santos made a motion to approve the extension to May 2020, pending final pavement on November 15th. Mr. Chamberlain seconded with all in favor.

Highlands at Holliston - Bond Extensions

Based on discussion between Dale MacKinnon, PE of Guerriere & Halnon and Ali Parand, PE of AP Associates, the Road A (Old Cart Path) Form E submitted will be reviewed further. The item was tabled until the next available meeting.

Constitution Village – Construction Deadline

Correspondence was received from Angela Conforti, Attorney (dated November 7, 2019) requesting an extension of the date for completion of this subdivision to November 15, 2020. Mr. MacKinnon and Mr. Parand provided a report on the completion of Phase II items, noting that all individual items on the punchlist had been completed. Mr. Parand reiterated that several items need further monitoring. On a motion by Mr. Chamberlain, seconded by Mr. Santos, the deadline was extended to March 15, 2020.

Draft Complete Streets Policy

Select Board member Tina Hein was present to discuss a Draft Complete Streets Policy. She explained the overarching goals, including a strong focus on user equity and vulnerable users, demonstrating success through addition of sidewalk and crosswalks.

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The draft policy is based on a series of scoring criteria developed through the program. \$50,000 in technical assistance funds is available through the state program, including development. The goal is to adopt the policy ahead of a mandatory training session on December 17th.

Mr. Santos made a motion to send a letter of support to the Board of Selectmen based on the draft presented. Mr. Chamberlain seconded with all in favor.

Adjournment - The meeting was adjourned at 8:25 p.m. on a motion made and duly seconded. The next meeting was scheduled for December 12, 2019 at 7:00 p.m.

Respectfully submitted,

Karen L. Sherman, Town Planner