

**Holliston Planning Board  
Meeting Minutes of January 22, 2013**

**In Attendance:** Chairman Parashar Patel, Jonathan Loya, Jack Donovan and Warren Chamberlain. Geoffrey Zeamer was absent. Also present was Richard Westcott, PE of Westcott Site Services.

**Call to Order:** The Chairman called the regular meeting to order at 7:30 p.m. in Room 105 of the Town Hall, 703 Washington Street.

**General Business:**

**1. Approval of Minutes**

On a motion by Mr. Donovan, seconded by Mr. Chamberlain, the Board voted unanimously to approve the minutes of January 3, 2013 as amended.

**2. FY14 Department Budget**

Members reviewed the +1 1/2 % and level fund scenarios provided. Ms. Sherman noted that the salary line items do not equate to the recommended 1% increase because of the clerical position's step increase mid-year. Adjustments were made in the professional services category to meet the Finance Committee Guidelines. The Chairman requested that members review additional information that would be circulated before the Board's appointment with the Finance Committee.

**3. Highlands at Holliston – Field Change, Indian Circle Surety/Lot Releases, CR Update**

Don Seaberg, PE from Benchmark Engineering was present to discuss several requests, including:

- a. Field Change – Details for a proposed wood guardrail for the Lot 100/101 area on the east side of Mohawk Path were discussed. The approved subdivision plan shows a reinforced concrete retaining wall with 3' high safety rail between the roadway shoulder and the forebay of Basin #7. The proposed wood rail would be located in front of the wall for safety. Mr. Seaberg agreed to amend the detail to be 3'. Members were in agreement that this substitution was acceptable.
- b. Conservation Restriction (CR) Update – Mr. Seaberg provided correspondence dated 1/22/13 to outline the steps associated with finalizing the two proposed CR's within the subdivision. A completion date of July 2013 is anticipated.
- c. Construction Cost Estimate (Form E), Indian Circle Sta. 0+00 to 13+39 – Based on a Form E prepared by Mr. Seaberg dated 12/17/12 and updated 1/22/13 to reflect comments from Westcott Site Services (dated 1/18/13), Mr. Donovan made a motion to establish surety for this portion of the subdivision in the amount of \$349,815.63. Mr. Chamberlain seconded with all in favor.
- d. Lot Releases – Mr. Donovan made a motion to release lots 46A, 47, 48, 49A, 50A, 51B, 55, 56, 57, and 58 from the provisions of the subdivision covenant to allow for sale and construction upon receipt of surety to guarantee performance to complete the roadway and associated improvements. Mr. Chamberlain seconded with all in favor.

**Holliston Planning Board  
Meeting Minutes of January 22, 2013**

**3. Form E updates**

Westcott Site Services provided a draft Form E based on recalculated unit costs for each of the 22 items on the form utilizing RS Means Site Work and Landscaping Cost Data references dated January 11, 2013. Members were in agreement with the proposal based on Westcott's memorandum dated January 15, 2013 and through discussion. A final amendment will be made to the published forms to reflect the discussion.

**4. Washington Street Road Safety Audit**

Mr. Donovan provided an update on his draft recommendations to the Board of Selectmen (document dated January 22, 2013). The Chairman noted he had been contacted by Mr. Leary from the Board of Selectmen regarding the recent Holliston Reporter piece on the subject. He indicated that Mr. Leary was planning a meeting on the subject for sometime next week and would like the Planning Board to be represented. Ms. Sherman will forward the information on receipt as well as a copy of any prior study.

**5. Informal Discussion – 182 Highland Street Subdivision**

Atty. Peter Barbieri was present along with Rob Truax from GLM Engineering and the property owner, Gia Truesdale. They discussed three alternative permitting approaches for the parcel, including a use variance from Section V-H(4)(B) for accessing two lots from Highland Street with OSRD subdivision to follow, a conventional 3-lot subdivision layout with a cul-de-sac showing three lots, and a 3-lot OSRD layout showing a short cul-de-sac off Highland Street. Members expressed support for the first approach, noting that a single driveway off Highland Street would be preferred and would achieve protection of open space as well. Atty. Barbieri indicated that the Board's support in front of the Zoning Board of Appeals would be appreciated.

**6. Annual Town Meeting**

The Board discussed several outstanding issues including a request from the owner of 855 Washington Street to extend the Village Center Commercial Zoning District, the potential regulation of medical marijuana treatment centers, site plan review appeals, and funding for re-vamping the zoning by-law.

**Continued Site Plan Review Public Hearing  
Grasshopper Tree, 67 Jeffrey Ave.**

The Chairman re-opened the public hearing at 8:30 p.m. Present were Jed Barclay from Grasshopper Tree and Claymore Enterprises, LLC (Applicant and Owner) as well as Joyce Hastings, PLS of GLM Engineering Consultants, Inc. and Atty. Peter Barbieri of Fletcher Tilton PC.

Atty. Barbieri again asked that the site plan public hearing be kept open as a contingency in the case of Special Permit denial, so that "roll back" provisions could be factored in as well as any plan changes that might be required. After some discussion, the members agreed to close the public hearing based on the draft Certificate of Action dated January 17, 2013. Mr. Chamberlain made the motion with Mr. Donovan seconding with all in favor.

Ms. Sherman reviewed the draft conditional approval with the members. Members discussed proposed language in the Findings and Conditions sections. Discussion is slated to continue on February 28<sup>th</sup>.

**Holliston Planning Board  
Meeting Minutes of January 22, 2013**

**Adjournment** - The meeting was adjourned at 9:55 p.m. on a motion made and duly seconded. The next meeting is scheduled for Thursday February 28<sup>th</sup> at 7:30 p.m. The 2/14 meeting was cancelled.

Respectfully submitted,

Karen L. Sherman, Town Planner