

**Holliston Planning Board
Meeting Minutes of December 7, 2023**

CALL TO ORDER:

The Chair called the regular meeting to order at 7:03 p.m. and read the following statement into the record: Pursuant to the Governor's action on March 29, 2023 relative to extending certain COVID-19 measures adopted during the state of emergency suspending certain provisions of the Open Meeting Law G.L. c 30A paragraph 20, the Planning Board will be using remote participation for this meeting. The audio of this meeting is being recorded and will be posted to the Town's webpage within 24 hours in accordance with keeping the public informed of actions during this meeting. I would ask that all participants remotely attending this meeting please state your name for identification purposes each time you speak throughout the meeting.

At this time, a roll call attendance vote will be taken:

Chair Karen Apuzzo-Langton - present
David Thorn – present
Scott Ferkler – present
Jason Santos – present
Barbara Peatie – absent

GENERAL BUSINESS:

1. Approval of Minutes

On a motion by Mr. Ferkler, seconded by Mr. Thorn, members approved the minutes of November 16, 2023 as drafted on a roll call vote.

2. Deliberations: Bartzak Solar – 103 Bartzak Drive

The Chair polled the members about their preferences because of Ms. Peatie's absence. All were in agreement that the time for action schedule allows for time to complete deliberation on the matter on 12/21.

3. Site Plan Review – Goodwill Park

Parks and Recreation Director Mark Frank was present along with Don Chemini, AIA of Chemini Design Architects, LLC to discuss proposed improvements to Goodwill Park, located at 30 Green Street. The record plans dated 9/21/23 have been prepared by a multidisciplinary team consisting of Chemini, Testa Engineering Associates (Structural), DGT Associates (Civil), Control Point Associates (surveyor), and Steven Cosmos, Landscape Architect. Improvements are sitewide and include an addition on the existing historic stone building (aka recreation building) at the front of the site, a new entertainment stage and seating area for courts/camps (aka multi-purpose covered structure), and new pre-fab comfort station. Consistency between features such as lighting, benches and pavers at the 9 Green Street parking lot, Blair Square and downtown in general were noted.

Mr. Frank and Mr. Chemini gave an overview of the project, noting that the Recreation Commission had held a series of hearings on their own to vet the project with the adjacent residential neighborhood. Ms. Sherman added that Building A had received a Dimensional Variance from the Zoning Board of Appeals in October 2023 because of the proximity to Green Street.

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On a motion by Mr. Ferkler, seconded by Mr. Santos with all in favor on a roll call vote, members approved the record plan package and will transmit same to the Building Department for the required building permits.

4. Constitution Village Subdivision Extension Request

Present for Constitution Village, LLC was Dale McKinnon, PE of Guerriere & Halnon. He gave an overview of the project work completed in 2023. The Chair noted receipt of a paving punchlist from AP Associates. On a motion by Mr. Thorn, seconded by Mr. Santos with all in favor on a roll call vote, members approved an extension to the construction deadline for the Constitution Village Definitive Subdivision to **June 1, 2024** as requested by Atty. Angela Conforti in her correspondence dated November 21, 2023.

PUBLIC HEARING:

Special Permit and Site Plan Review

Thomas Murch et Al. Trustee, Murch Prentice Realty Trust

Property off Bonney Drive

The Chair opened the hearing at 7:36 p.m. and explained the public hearing format, noting that the applicant's team will present information including an overview, followed by questions and concerns by the members and then questions and concerns from the audience. Present for the applicant/owner was Robert Truax, PE of GLM Engineering Consultants, Inc.

The following documents were entered into the hearing record and were the basis of Mr. Truax's presentation and member questions:

- Application for Approval of a Definitive Subdivision, dated September 19, 2023.
- Application for a Site Plan Review dated September 19, 2023.
- Application for Stormwater and Land Disturbance Permit, dated September 19, 2023.
- Plans entitled "Definitive Open Space Subdivision 'Bonney Drive Extension' ", prepared by GLM Engineering Consultants, Inc., dated August 29, 2023.
- Correspondence from Robert Lussier, Project Engineer and David Faist Principal Engineer, CMG, Definitive Open Space Residential Development (OSRD) Peer Review "Bonney Drive Extension" Bonney Drive, Holliston, Ma. , dated November 28, 2023.

Mr. Truax provided an overview of the locus, conventional plan concept and the proposed roadway cul-de-sac extension. He noted that it is approximately 350' to the intersection of Hargraves and Bonney. The Conservation Commission has opened their Notice of Intent public hearing. The proposed open space parcel abuts the parcel under Conservation Restriction within the Triangle Farms subdivision off North Mill Street. He reiterated that no waivers from Subdivision Regulations are being requested.

The Chair suggested that a footpath/walkway would be nice. Mr. Truax stated that a conventional sidewalk would be doable. Facilities Manager James Keast confirmed that there was an existing streetlight at the intersection of Hargraves and Bonney. Mr. Truax noted that he would confer with his client regarding uniform pole lighting at the end of each driveway.

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The Chair opened the hearing to the audience. The following individual offered comments: Neil Kuchman of 401 Prentice Street.

Mr. Truax noted that he anticipated responding to the CMG comment letter in the next few weeks. On a motion made by Mr. Thorn, seconded by Mr. Santos with all in favor on a roll call vote, the public hearing was continued to January 25, 2024 at 7:01 p.m.

PUBLIC HEARING:

Special Permit and Site Plan Review

Jasper Hill Realty Trust

52 Jasper Hill Road

The Chair opened the hearing and explained the public hearing format, noting that the applicant's team will present information including an overview, followed by questions and concerns by the members and then questions and concerns from the audience. Present along with Dennis Morgan of Jasper Hill Realty Trust were Atty. Peter Barbieri of Fletcher Tilton and Deshang Wang, PE of Creative Land & Water Engineering, LLC.

Atty. Barbieri gave an overview of the 7.5 acre site and the proposed access through the Town Hall parking lot. He noted that four residential lots are proposed under an OSRD scenario. The proposed open space abuts Town land near the Fairlane Way water tank. The conventional plan layout shows a thru connection to the water tank property/Fairlane Way. The proposed common driveway extends beyond the existing house (Lot 4), over the 50' water easement and would serve Lots 1, 2 and 3.

The following documents were entered into the record and were the basis of Atty. Barbieri's presentation and members comments/questions:

- Application for approval of a Definitive Subdivision Plan dated September 8, 2023.
- Application for a grant of a Common Driveway Special Permit dated September 8, 2023.
- Plans entitled "Jasper Hill Estates Definitive Subdivision Plan at Jasper Hill, Holliston Ma", prepared by Applewood Survey Co. and Creative Land & Water Engineering, LLC. LLC, dated August 30, 2023.
- "Flood Impact Analysis and Stormwater Management Jasper Hill Subdivision Jasper Hill Road, Holliston, Ma", prepared by Creative Land & Water Engineering, LLC, dated October 2, 2023.
- Correspondence from David Faist Principal Engineer, CMG, OSRD Application Completeness Review Definitive Open Space Residential Development (OSRD) "Jasper Hill Estates", Holliston, Ma., dated November 28, 2023.
- Correspondence from Sean Reese, Holliston Director of Public Works, dated November 30, 2023.

Atty. Barbieri noted that a traffic report had been prepared for a senior overlay and it includes some recommendations for the intersection of Washington Street. He also noted that there were

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two issues raised in the CMG peer review letter that he would like to address before plan revisions commence: scale of plans and request for roadway stationing to Washington Street.

The Chair opened the hearing to the audience. Mike Bombardieri asked for clarification of the proposed house locations and the existing “old road” to the water tank. Terrie Burda of 20 Fairlane Way asked that information on the site visit be shared with abutters.

On a motion made by Mr. Ferkler, seconded by Mr. Santos with all in favor on a roll call vote, the public hearing was continued to January 25, 2024 at 7:02 p.m. A site visit will be coordinated through the Planning Office

PUBLIC HEARING:

Scenic Road Work Permits

Bill Singh, 613-615 and 621-623 Norfolk Street (Lots 1A and 2A)

The Chair opened the hearing at 8:30 p.m. and agreed to combine the discussion on the two proposed duplex lots. Present for the applicant/owner was Robert Truax, PE from GLM Engineering Consultants, Inc.

The following documents were entered into the record and were used a reference during the hearing:

- Application for Scenic Road/Shade Tree Public Hearing 613-615 Norfolk Street (Lot 2A)
- Proposed Sewage Disposal System Lot 2A Norfolk Street, Holliston Ma. , prepared by GLM Engineering Consultants, Inc. , dated June 21, 2023, revised September 1, 2022, May 10, 2023, and October 18, 2023.
- Application for Scenic Road/Shade Tree Public Hearing 621-623 Norfolk Street (Lot 1A)
- Proposed Sewage Disposal System Lot 1A Norfolk Street, Holliston Ma. , prepared by GLM Engineering Consultants, Inc. , dated June 21, 2023, revised September 1, 2022, May 10, 2023, and October 18, 2023.

Mr. Truax explained that the proposal is for two driveways to replace the existing one to serve the two duplexes under construction. For 613/615, the stone wall will be removed in the area of the new driveway to the north of the existing drive and for 621/623, the utility pole location dictates driveway placement. The existing driveway is proposed to be used as a construction entrance and then will be closed and the apron loamed and seeded. There are no trees proposed to be removed within the board’s jurisdiction. All were in agreement that the existing stones could be used to enhance the remaining wall.

The Chair opened the hearing to the audience. No one was present to offer comments or ask questions.

Mr. Ferkler made a motion to close the public hearing. Mr. Thorn seconded with all in favor on a roll call vote.

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Mr. Santos made a motion to approve the two applications as submitted with the condition that the existing wall stones be utilized to enhance the remaining wall. The Chair seconded with all in favor on a roll call vote.

ADJOURNMENT - The meeting was adjourned at 8:41 p.m. on a motion made by Mr. Ferkler and duly seconded by Mr. Santos on a unanimous roll call vote. The next meetings were scheduled for December 21st, January 11th and 25th, and February 8th and 29th at 7 p.m.

Respectfully submitted,

Karen L. Sherman, Town Planner