

**Holliston Planning Board
Meeting Minutes of October 23, 2013**

In Attendance: Chairman Geoffrey Zeamer, Warren Chamberlain, David Thorn, and Parashar Patel.

Call to Order: Mr. Zeamer called the regular meeting to order at 7:45 p.m. in the Selectmen's Meeting Room (#105) of the Town Hall, 703 Washington Street.

General Business:

1. Approval of Minutes - 9/19/13

Mr. Chamberlain made a motion to approve the minutes of 9/19 as written. Mr. Thorn seconded with all in favor.

2. Approval Not Required Subdivision(s)

a. Old Cart Path (Lots 31-35) – Mr. Patel made a motion to empower the Agent to endorse the plan prepared by Guerriere and Halnon, Inc. dated October 2, 2013.

b. 245 Fiske Street – Mr. Patel made a motion to empower the Agent to endorse the plan prepared by Connorstone Engineering revised through September 16, 2013.

3. Highlands at Holliston – Field Change Request

Don Seaberg was present from Benchmark Engineering to discuss his letter of October 17th requesting approval of a Landscape Restoration Plan for lots 27, 28 and 29 Governor Prentice Road. The proposed restoration is within approved “no disturb” areas previously approved on a Modified Definitive Plan approved by the Planning Board in January 2000. After a short review, the members agreed that the proposal should be the subject of peer review. Further discussion was tabled until receipt of review by Westcott Site Services on behalf of the Board.

4. Cedar Knoll Estates

- a. Construction Cost Estimate – Based on a revised Form E prepared by Joseph Nihill, PE of GLM Engineering Consultants, Inc. and the recommendation of Ali Parand, PE of AP Associates, Mr. Patel made a motion to establish the project surety in the amount of \$78,877.35. This amount includes a credit for work completed as well as a hold back for top soil and seeding, adjustment of frames and grates, and maintenance and removal of erosion control measures.
- b. Surety Agreement – The members endorsed a Form H Performance Secured by a Surety Company in anticipation of a bond to be issued by Western Surety Company for the \$78,877.35 as approved above for the term ending May 15, 2015.
- c. Lot Releases – The members endorsed a Lot Release form for the four building lots shown on the approved subdivision plan and agreed to the road name change from Turk Lane to Connolly Way as proposed by the owners, Turk Realty Trust. The form will be held until receipt of the final form of surety and recording information will be presented to the Inspector of Buildings as a prerequisite to building permits.

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5. Planning Board Vacancy.

The members acknowledged Mr. Loya's resignation and discussed the available term with Rachelle Finn of 48 Morton Street who was in attendance and expressed an interest in serving. The members discussed her background and voted unanimously to support her appointment. A joint meeting with the Selectmen will be established.

**Special Permit, Site Plan Review and Amended Definitive Subdivision Public Hearing
Deer Run, 379 Underwood Street**

The Chairman opened the public hearings at 8:05 p.m. and waived the reading of the hearing notice. Present for the applicant was George Connors, Esq. of Connorstone Engineering, Inc. Also present were Barbara Thissell, PE and Ali Parand, PE of AP Associates, peer review engineers for the Planning Board.

Mr. Connors provided an overview of the applications, noting that this is a proposed amendment to an approved definitive OSRP subdivision with an additional filing for two common driveways. He detailed the plan changes as well as the requested waivers noted in the application including: 1. the location of the "T" turnaround and grading adjustments to the private roadway, 2. the elimination of public water supply for both drinking water and fire protection, 3. the addition of a fire protection cistern, 4. adjustments to the housing density, and 5. location and amount of open space. Mr. Connors noted that the common driveway configuration represents a design reflective of not only access concerns but fire protection and snow removal as well.

Mr. Connors acknowledged receipt of comments from the Police Department (dated September 26), Fire Department (dated October 16), Water Department (dated October 8), and AP Associates (dated October 16) after meeting with staff early in October. He presented plan revisions dated October 23rd which attempt to respond to all written comments. The Planning Board received comments from the Conservation Commission Agent dated October 23rd and awaits comments from the Board of Health. It was noted that no roadway construction or drainage system work is in areas subject to the Conservation Commission's jurisdiction. Ms. Thissell and Mr. Parand quickly reviewed some of their comments from the AP Associates letter of October 16th, especially with regard to stormwater at Mr. Patel's request. Mr. Parand noted that no revisions had been reviewed, just the original submittal.

Asking questions about the proposal were Herb and Lynne Novogrowski of 402 Underwood Street and Richard Burnham of 413 Underwood Street. Issues discussed were access on Underwood Street, ledge, wells and septic system configurations and lot placement. Also discussed were the existing house, lot and driveway. Ms. Sherman was asked to investigate placement of warning signage on Underwood Street with the Police Department.

On a motion by Mr. Patel, seconded by Mr. Chamberlain the public hearing was continued until 8:00 p.m. on Thursday, November 21, 2013 on a unanimous vote.

Adjournment - The meeting was adjourned at 9:40 p.m. on a motion made and duly seconded. The next meeting was scheduled for November 21, 2013 at 7:30 p.m.

Respectfully submitted,
Karen L. Sherman, Town Planner

Approved: November 21, 2013