

**Holliston Planning Board  
Meeting Minutes of February 6, 2014**

**In Attendance:** Chairman Geoffrey Zeamer, Warren Chamberlain, David Thorn, Rachelle Finn and Taro Matsuno. Mr. Patel was absent.

**Call to Order:** Mr. Zeamer called the regular meeting to order at 7:30 p.m. in the Selectmen's Meeting Room (#105) of the Town Hall, 703 Washington Street.

**General Business:**

1. Approval of Minutes of January 23, 2014 – On a motion by Mr. Chamberlain, seconded by Mr. Thorn, the Board voted to approve the minutes of January 23, 2014 as amended.
2. Annual Town Meeting – Articles for Consideration
  - a. Zoning Map. A cost estimate to prepare the final version of the parcel-based zoning map and a draft article will be provided for the March 13<sup>th</sup> meeting. Mr. Chamberlain made a motion to reserve an Article on the Warrant for this item. Mr. Thorn seconded with all in favor.
  - b. Floodplain District Regulations (Section V-J, sub-section 2 District and 3 Use and Development Regulations). Mr. Chamberlain made a motion to reserve an Article on the Warrant for this item as mandated by FEMA as communicated to Ms. Sherman via the MA DCR Flood Hazard Management Program Mapping Coordinator. Mr. Thorn seconded with all in favor.
  - c. Potential Road Acceptances. Status updates will be provided for Rocky Woods Trail in the Rocky Woods subdivision as well as Brandon Lane in the Wilson Acres subdivision for the March 13<sup>th</sup> meeting.
3. Rules and Regulation Amendments - Discussion  
Members reviewed the cost estimate worksheets provided by Westcott Site Services in order to adjust the Form E (Construction Cost Estimate) within the subdivision Regulations. Also discussed was the need to update Sections 3.3.1(2), 4.2.2, 4.3.1, and 7.2.1 to add submittal of plans and application materials in electronic format so that they may be shared with members, on the website and with abutters. A public hearing will be scheduled for March 13<sup>th</sup>.

**Continued Site Plan Review Public Hearing  
Brooksmont Realty Trust, OSRD Subdivision**

The Chairman re-opened the hearing at 8:00 p.m. and noted receipt of correspondence dated January 29<sup>th</sup> and revised plans dated February 6<sup>th</sup> from Schofield Brothers. The OSRD has now been named Brooksmont Meadows. Present with the applicant were Atty. Angelo Catanzaro, Dean Schofield, PE of Schofield Brothers of New England, Inc., and Paul Saulnier, PE to discuss the plan revisions which included the following: addition of open space buffer zones, adjusted turnaround and driveway layouts, relocation of Lot 2 driveway, reduced house footprints, addition of wetlands replication and restoration areas, addition of retaining wall along turnaround, addition of likely drainage structure locations, added hydrant and transformer locations and adjusted work limits and lot areas. Additionally, Mr. Schofield noted that the Conservation Commission owns an abutting parcel (Brook Relocation) and that the open space

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will be connected to this parcel as well as have public access via the proposed road and Concord Street.

The members reviewed a Certificate of Action draft dated January 30<sup>th</sup> and made revisions to the Findings section through discussion. Given that no one was present in the audience for public comment, Mr. Chamberlain made a motion to approve the OSRD concept as amended through discussion. Mr. Thorn seconded with all in favor. Ms. Finn abstained as she had missed the 1/23 public hearing session. Mr. Chamberlain made a motion to close the public hearing. Mr. Thorn seconded with all in favor.

**Adjournment** - The meeting was adjourned at 9:05 p.m. on a motion made and duly seconded. The next meetings were scheduled for February 20 as well as March 13 and 27.

Respectfully submitted,

Karen L. Sherman, Town Planner