

**Holliston Planning Board  
Meeting Minutes of June 18, 2015**

**In Attendance:** Chairman Geoffrey Zeamer, Warren Chamberlain, Nikki Borman, Taro Matsuno and David Thorn.

**Call to Order:** The Chairman called the regular meeting to order at 7:30 p.m. in the Room 014 of the Town Hall, 703 Washington Street.

**General Business:**

1. Approval Not Required Subdivisions

a. Lot 1 and 4B Concord Street (formerly Indian Trail Estates) ó John Nenart of Guerriere & Halnon was present to discuss a proposed land swap between landlocked Lot 1 and Lot 4 (aka #692 concord Street). Mr. Chamberlain made a motion to empower the Agent to endorse the plan dated May 19, 2015 as submitted. Mr. Thorn seconded with all in favor.

b. 28 and 30 Connelly Hill Road, Hopkinton ó Members reviewed a plan prepared by Precision Land Surveying, Inc. dated May 15, 2015 impacting Lot 22A and 23B in the Connelly Hill Estates Subdivision. Both houses are proposed for Hopkinton. Lot 23B has some land area in Holliston with frontage on Hanlon Road but the lot's frontage is on Connelly Hill Road in Hopkinton.

2. Approval of Minutes

a. April 30, 2015 ó Mr. Matsuno made a motion to approve the minutes as drafted. Mr. Thorn seconded with the vote as follows 3 ó 0 ó 2 (Mr. Chamberlain and Ms. Borman abstained as they were not present.).

b. May 5, 2015 - Mr. Matsuno made a motion to approve the minutes as drafted. Mr. Thorn seconded with the vote as follows 3 ó 0 ó 2 (Mr. Chamberlain and Ms. Borman abstained as they were not present.).

c. May 25, 2015 ó Mr. Chamberlain made a motion to approve the minutes as drafted. Ms. Borman seconded with the vote as follows: 4 ó 0 ó 1 (Mr. Thorn abstained as he was not present.).

3. Re-Organization and Board Appointments

a. Chairman - Mr. Chamberlain made a motion to nominate Mr. Zeamer as Chairman. Mr. Zeamer accepted the nomination and there were no other nominations. Mr. Thorn seconded with all in favor.

b. Vice Chairman ó Mr. Matsuno made a motion to nominate Mr. Chamberlain as Vice Chairman. There were no other nominees. Mr. Thorn seconded with all in favor.

c. Clerk ó Ms. Borman made a motion to nominate Mr. Matsuno as Clerk. There were no other nominations. Mr. Chamberlain seconded with all in favor.

d. Agent ó Mr. Matsuno made a motion to nominate Ms. Borman as Agent. There were no other nominees. Mr. Thorn seconded with all in favor.

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e. Housing Trust ó Mr. Thorn made a motion to re-appoint Mr. Chamberlain to the Housing Trust. Ms. Borman seconded with all in favor. The appointment will be transmitted to Bryan Clancy, Chairman as well as the Town Clerk.

f. Metrowest Regional Collaborative ó Mr. Matsuno made a motion to appoint Mr. Thorn as the Board's representative. Mr. Chamberlain seconded with all in favor.

**4. Clover Fields Definitive OSRD Subdivision**

Bill Bernard of WA Bernard, Inc. was present to discuss a request for four field changes to the proposed private road known as Clover Lane. Given the rocky conditions, he is proposing to alter the approved vertical and horizontal profile of the street beyond the first 150 feet, super-elevating the roadway and making the slope a more gradual rise. In addition, he is proposing to incorporate a stone wall within the designated right-of-way and a change to the emergency vehicle turnaround. After some discussion, Mr. Matsuno made a motion to approve the changes as requested pending approval of the emergency access easement by the Fire chief. Mr. Chamberlain seconded with all in favor.

**5. Highlands at Holliston ó Construction Deadline**

On a motion by Mr. Matsuno, seconded by Mr. Chamberlain, the Board granted a construction extension through October 1, 2015. A detailed construction schedule has been provided and a staff meeting is scheduled for Tuesday, June 23rd.

**6. Hopping Brook Park Phase II**

Mr. Matsuno made a motion to extend the construction deadline for this phase of the subdivision (Hopping Brook road cul-de-sac near Griffin Electric) to June 30, 2016. Mr. Thorn seconded with all in favor.

**7. Subdivision Roadway Acceptances and Surety Closeouts**

Mr. Matsuno made a motion to sign acceptance and as-built plans and release all surety for the following subdivisions in their entirety: Cedar Knoll Estates (Connolly Way), Courtland Pine Estates (Courtland Pines Drive), and Rocky Woods (Rocky Woods Trail). Mr. Thorn seconded with all in favor. All deeds, as-builts and acceptance plans have been received and reviewed and will be endorsed by the Board of Selectmen on June 24<sup>th</sup>.

**8. Advisory Committee Discussion**

Ms. Borman provided a boilerplate ócharterö document (defining membership, purpose, responsibility, key objectives for the next year) to Mr. Matsuno who provided some comments on the goals and tasks identified in Mr. Zeamer's memorandum from the previous meeting. After some discussion, Mr. Chamberlain made a motion to establish the advisory committee. Mr. Thorn seconded with all in favor.

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**Public Hearing**

**White Pine Estates II Definitive Subdivision, Open Space Residential Development Site Plan Review and Common Driveway Special Permit**

The Chairman opened the public hearing at 8:15 p.m. and waived the reading of the hearing notice. Present were the applicant Steve O'Leary and George Connors, Esq. of Connorstone Engineering, Inc.

Mr. Connors provided an overview of the plan set dated June 4, 2015. He identified issues of concern discussed at a staff meeting on June 15<sup>th</sup>, including cul-de-sac, water pressure and stormwater management. He noted that peer review comments dated June 15, 2015 from AP Associates, Inc. had not been addressed to date. The Conservation Commission public hearing has been opened and continued pending revisions.

The Chairman opened the hearing to the audience. James Carboneau of 457 Chamberlain Street and Theresa Lamkin & Carl Damigella of 448 Underwood Street asked several questions about water availability and pressure as well as house placement and screening. Mr. Connors noted that the septic systems will be mounded and the systems for Lots 1 and 2 have been located in an area that is mostly cleared presently. He added that drainage calculations (Stormwater Report for White Pine prepared by Connorstone Engineering, dated April 1, 2015) including witnessed soil testing information from 2007.

**Public Hearing**

**Site Plan Review/Special Permit – Michael Brumber, 194 Lowland Street**

The Chairman opened the public hearing at 9:00 p.m. and noted that the Applicant's attorney had requested a continuance. On a motion by Mr. Chamberlain, seconded by Mr. Thorn, the hearing was continued until August 6<sup>th</sup> at 8:00 p.m.

**Adjournment** - The meeting was adjourned at 10:00 p.m. on a motion made and duly seconded. The next meeting was scheduled for July 16, 2015.

Respectfully submitted,

Karen L. Sherman, Town Planner