



Town of Georgetown

MINUTES

Committee: Planning Board
Date: January 12, 2022
Time: 7:00 pm.
Location: Virtual Meeting via Zoom

Members present: Harry LaCortiglia, Bruce Fried, Bob Watts, Joanne Laut, George Comiskey.
Staff present: Town Planner, John Cashell.

Minutes transcribed by A. Thibault. Note: Video recordings of all Georgetown Planning Board meetings may be found at www.georgetownma.gov and by choosing the Community TV option.

The Meeting was called to order at 7:01 by Harry LaCortiglia.

Minutes:

J. Laut: Motion to accept the meeting minutes from December 8, 2021.

B. Watts: Second.

Motion carries 5-0; via roll call vote.

{Planning Board and Town Planner discussion re: Pingree Road Land Court issue.}

J. Cashell: When the Board of Selectmen take this up, Town Counsel will be in touch with us. We did resolve our involvement with Mr. Tolman. All monies have been returned to him.

{Planning Board and Town Planner discussion re: e-code update.}

J. Cashell: Small and large transfer station definitions were added and also shown on the schedule of uses.

Vouchers:

B. Watts: I move to approve the vouchers for Zoom \$104.99; and H. L. Graham Associates technical review for 2 Norino Way \$3,740.00.

B. Fried: Second.

Motion carries 5-0; via roll call vote.

47
48 **Planning Office:**
49

50
51 **(1) CVS Plaza:**
52

53 William Dufresne, applicant's engineer.

54 Brian Falk, applicant's attorney.
55

56 B. Dufresne: We are requesting a temporary occupancy permit. We have completed all items with the
57 exception of landscaping. Pavement hole, dumpster in enclosure, handicap signage. I dropped off a
58 \$9,600.00 surety check that represents 200% of estimated cost.
59

60 H. LaCortiglia: Did that also include the handicap parking van sign?
61

62 B. Dufresne: No, but it is ordered.
63

64 D. Varga: We are set to go with the exception of the handicap van sign, with the surety in place for
65 landscaping in the spring. I'd say it's all set. The as-built is current.
66

67 J. Cashell: I did send out today a photo along with the current as-built plans.
68
69

70 B. Fried: I move to approve the Certificate of Occupancy for the CVS Site Plan Approved Project,
71 per the following conditions:
72

- 73 1. Prior to the Planning Board signing the As-Built Plan-of-Record, the applicant shall submit a
74 \$9,600.00 Landscape Bond, in the form of a letter of credit or other form of surety acceptable
75 to the Board, and this bond shall remain established with the Town for a period of one full
76 growing season or until June 30, 2023.
77
- 78 2. The van HP parking space include a "Van Only" sign, together with other required HP
79 signage.
80

81 B. Watts: Second.
82

83 Motion carries 5-0; via roll call vote.
84
85
86

87 **(2) 51 West Main Street.**
88

89 J. Cashell: There is an outstanding issue of the pumping of groundwater. There is difficulty
90 maintaining proper drainage and retention.
91
92
93

94 The issue is a permeant design and retention and treatment area as part of the site plan development.

95
96 Larry Graham had issue with the elevation of the groundwater and what he projected is actually the
97 case. The stormwater is at the maximum level. They will be designing a permanent solution.

98
99 Dave Varga and Steve from Conservation Commission first flagged the concern of the site discharge
100 into adjacent wetlands. I agreed.

101
102 I suggested another row of filler material and provide additional filter check dams on the channel that
103 was discharging to the wetland. They did that.

104
105 This is a work in progress. Potentially other defenses may be necessary. Steve may require the
106 siltation scraped up from the wetlands. We will follow this.

107
108 One other erosion at back of area/pond side failure, but since there is not activity there it is a low
109 priority at this time.

110
111 Dave Varga: It is going to be an ongoing concern. We've had high stormwater in the past. This
112 needs to be built into the final design to handle on a long-term basis. It is my understanding that the
113 applicant's engineer is working on this.

114
115 J. Colantoni: Thank you for having me. That was the 3rd change of the dirt bag. The water coming
116 out is clear as can be. Hopefully, this is the worst condition we'll see, so we aren't working with
117 theory but with real conditions.

118
119 Our engineer is working on a design. We will have a sump pump in each basement with battery
120 backup and pumped into pond on the left side of the building.

121
122 New pumps would go into the pond approved on right side of the town houses.

123
124 We are not foreseeing any water problems once the design is finished. Seven foundations are poured
125 and waterproofed.

126
127 H. LaCortiglia: Do you have any estimate for when you'll be coming in for this modification?

128
129 J. Colantoni: Sometime in February, if possible, if engineering plans are ready.

130
131 G. Comiskey: Is this something we'd like to have Larry Graham review?

132
133 J. Cashell: Dave Varga is qualified for that review.

134
135 G. Comiskey: Does the foundation require a building permit and has that been issued?

136
137 J. Colantoni: Yes. I've been dealing with Angelo the building inspector. He is well aware of
138 everything that is going on.

139
140 G. Comiskey: Are there separate building permits for the foundation and the construction of the
141 building?

142
143 J. Colantoni: Some towns do separate. I think that's how our original one was signed off on.
144
145 J. Colantoni: I've been in touch with Angelo on a daily basis.
146
147 G. Comiskey: Are there separate permits for foundation and for construction of buildings?
148
149 J. Colantoni: No, it is all one.
150
151 J. Cashell: We will do a site walk once Angelo gets back.
152
153 G. Comiskey: It is my understanding; doesn't every Board sign a blue sheet in order to get a building
154 permit?
155
156 J. Cashell: I signed off on the Planning Board permit for the razing of the original building and the
157 foundations. But I do not know if Steve P. has any issues, or if the Conservation Commission has
158 signed off. That would be between them and the building inspector.
159
160 G. Comiskey: Has the Board of Health signed off on the septic? It's in the decision that the Board of
161 Health has an approved septic.
162
163 J. Colantoni: The Board of Health has been on board for a while. Yes, all the septic systems are
164 designed and approved with one hiccup. The Board of Health person has changed. The town house
165 portion seems to be all set. The other portion is building worked on.
166
167 J. Cashell: The Board of Health person has changed. The townhouses are all set. The outstanding
168 portion is on the commercial piece.
169
170 G. Comiskey: Dave Varga is looking for scheduling—in a project like this, have your visits kept up on
171 the amount of work being done?
172
173 D. Varga: No. I wasn't notified on the foundation until last week. I think we've clarified that now.
174 John will call me every Monday for 51 W. Main Street.
175
176 For Parish Road, he'll call me when they begin.
177
178 J. Colantoni: I apologize, I thought some of this was communicated. My fault. I will call him
179 personally once a week.
180
181 G. Comiskey: Are you the general contractor?
182
183 J. Colantoni: Yes.
184
185 H. LaCortiglia: Sounds like there was a disconnect that is now resolved.
186
187 D. Varga: That is correct. We are in the process of smoothing out coordination issues.
188
189 G. Comiskey: What is the M-account balance (technical review account)?

190
191 J. Cashell: \$3,047.00.

192
193 D. Varga: I have been delayed in my billing. That will suffice for now.

194
195 J. Cashell: John Colantoni, what is your schedule for this year? How far along do you project being?

196
197 J. Colantoni: Seven townhouses will be in shape by early fall as well as the addition to the commercial
198 building. We will be wrapping up in spring 2023. I have a letter of intent for a floor and a half of the
199 commercial building in place.

200
201 J. Cashell: We did conduct a pre-construction meeting. John, please re-read the Planning Board
202 decision and check off the inspection list by Dave Varga, Board of Health, Conservation Commission.
203 Pay attention to permits and conditions of approval.

204
205 J. Colantoni: Yes, I will.

206
207
208 **(3) 66 Parish Road.**

209
210 J. Colantoni: The project is going well, but slower than we'd like. 95% of the fill for the road is there.
211 The house is down on the site, woods are cleared. Easement paperwork is approved by Town of
212 Newbury.

213
214 We just sent that to Georgetown for review. Georgetown will get the easement for underground
215 utilities.

216
217 D. Varga: I would not use 95%. They have excavated unsuitable materials and back filled. I was not
218 called. They still have the roadway structural box, drainage binder. All that needs to be done before
219 you can receive your first building permit.

220
221 J. Colantoni: This will be a condo association driveway. We can't get any occupancy until it is
222 complete.

223
224 H. LaCortiglia: Usually, the roadway and drainage are in. Then lots are released to start building. This
225 seems slightly out of sequence.

226
227 J. Cashell: John Colantoni is not familiar with the subdivision process. Even though it's going to be a
228 private road – the road must be up to binder grade. Once the development is up to binder grade; the
229 developer comes to the Planning Board requesting a surety.

230
231 D. Varga: I have a concern about the bridge and culvert, re: meetings with the Department of
232 Transportation and Corp. of Army Engineers. We are talking about a flowing stream. You cannot
233 block the flow. I don't know if any standards have been met.

234
235 J. Colantoni: I want to stress to everyone that MASS DOT has approved the entire project, as has the
236 US Army Corp. of Engineers.

238 Dave Varga can supervise the project. This has been a very long process. Additionally, the Town of
 239 Newbury hired their own peer reviewer who also approved this.
 240
 241 H. LaCortiglia: Dave, are you in touch with the engineers who will be installing this culvert?
 242
 243 D. Varga: No.
 244
 245 J. Cashell: The culvert is actually in Newbury. The Planning Board decision required approval from
 246 the Town of Newbury. The Georgetown Board of Selectmen this past Monday evening, the Town of
 247 Newbury and their Town Administrator and legal officials met.
 248
 249 Because this is a public right of way, the Board of Selectmen are in charge.
 250
 251 The only involvement with Georgetown is the water department for perpetual easements. I would
 252 advise that this is outside the jurisdiction of Georgetown otherwise. Newbury is in charge of the
 253 culvert.
 254
 255 Both the Conservation Commissions in Georgetown and Newbury have jurisdiction. If they have
 256 concerns, they can go to DEP for flow issues.
 257
 258 *{Dave Varga, Planning Board and Town Planner discuss clarification of Dave Varga's role as review engineer for the*
 259 *Town of Georgetown re: this project and the specifically the culvert.}*
 260
 261 H. LaCortiglia: Where this is Select Board jurisdiction for the right of way, would they want to have
 262 David Varga present to represent their interests?
 263
 264 G. Comiskey: 5% of the culvert is under Georgetown Conservation Commission.
 265
 266 J. Cashell: It is really an environmental impact project, in another town, outside of the 5% Order of
 267 Conditions for the Conservation Commission. This Planning Board does not have to get involved
 268 with it. Newbury has taken jurisdiction.
 269
 270 The agreement has not been finalized. Town Council is reviewing the easements, and will then make
 271 their recommendations to the Board of Selectmen.
 272
 273 D. Varga: Georgetown Water Dept. has always handled the water line inspection. In terms of electric
 274 and communication lines, it is somewhat of an overlap. Where this is another town, should I still be
 275 monitoring this?
 276
 277 G. Comiskey: John, will you provide us with that memorandum?
 278
 279 J. Cashell: Yes. I'll send a communication to Water and Electric Depts, and Board of Selectmen to
 280 clarify and ensure the town's best interests are covered.
 281
 282 J. Cashell: Will there be an affordable unit or an in-lieu payment?
 283
 284 *{Planning Board, Town Planner and applicant discuss affordable housing aspect of the project. No decision was made*
 285 *as to affordable unit vs. in-lieu payment.}*

286
287
288
289 **(4) Ch 57 and MDR Warrant Articles.**
290

291 J. Cashell: We were not able to adopt those amendments last fall. I have the public hearing notice
292 prepared for that one. We need a hearing for that to go to town meeting. The two will be noticed in
293 the beginning of February. MDR bylaw changes need to go to town meeting.
294

295 *{Planning Board, Town Planner discuss progress by MDR Committee, and schedule for public hearings.}*
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297
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299

300 **(5) Border to Boston Trail.**
301

302 J. Cashell: We were recently made aware just before the holiday that 75% design stage is being
303 reviewed by MASS DOT. This is starting at the Boxford line into Georgetown to W. Main Street.
304 This is the southern trail.
305

306 The plans are being reviewed by MASS DOT. They will be having a public hearing in the near future.
307 The state will schedule that and we will be able to participate as a community within that project.
308 Construction will commence in 2025.
309

310 One of the biggest tasks will be acquiring easements along the trail. You will all be notified once the
311 public hearing is scheduled.
312
313
314

315 **(6) Status of W. Main St. Improvement Project.**
316

317 J. Cashell: The virtual public hearing calling for roadway improvements along Route 97, will be
318 Monday, February 27th at 6:00pm. Plans will be uploaded to our website. This is an improvement
319 project for W. Main Street with a sidewalk system, 12-foot-wide shared path coming from Groveland.
320 These plans are at 75% design stage.
321

322 The proposed project consists of roadway improvements of West Main Street (Route 97) which
323 will include roadway reconstruction, intersection realignment, sidewalk reconstruction, ADA
324 compliant wheelchair ramps, a new closed drainage system, new signage, pavement markings, a
325 multi-use path, and all related work.
326

327 This work also includes adding approximately 750' of King Street to the project, from West Main
328 Street to the railroad bed crossing on King Street. This will link the multi-use path being designed
329 along the West Main Street corridor to the multi-use path coming from the north in Groveland
330 running along the railroad bed.
331

332 The work on King Street will be limited to resurfacing, signing and pavement markings

333
334 B. Watts: Will that be uploaded to our website?

335
336 J. Cashell: Yes.

337
338
339
340 **(7) Other Planning Board business.**

341
342 J. Cashell: Tin Lizzie multifamily use project likely will be downsized.

343
344 We have a definitive subdivision plan that was submitted on January 6, ²⁰²² for G. Mello Disposal at 20
345 Carleton Drive. This is for a proposed roadway with 3 lots in the subdivision and no buildings. When
346 would the Board like to have the public hearing for that? We have 90 days to take action.

347
348 Because it was not delivered by registered mail, it is officially delivered at a Planning Board meeting.
349 If the Board agrees, we can schedule the public hearing for the first meeting in March.

350 G. Comiskey: When will we get the Carleton Drive plan?

351
352 J. Cashell: We will upload it to the town website.

353
354 J. Cashell: We are still waiting to hear back from the Green Communities Grant for our requested
355 \$200,000. I did meet with Orlando, our new Town Administrator. He is very energetic and
356 knowledgeable about economic development.

357
358 We've been working for a number of months with the National Ave project RFP. We may have site
359 plans during this year.

360
361 J. Cashell: Please sign the 494 North St. document at the Police Station.

362
363 Motion to adjourn: B. Fried.

364 Second: B. Watts.

365
366 Motion carries 5-0; via roll call vote.

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369 Meeting adjourned at 9:08pm.