



Town of Georgetown

MINUTES

Committee: Planning Board
Date: October 13, 2021
Time: 7:00 pm.
Location: Virtual Meeting via Zoom

Members present: Harry LaCortiglia, Bruce Fried, Bob Watts, Joanne Laut.
Member absent: George Comiskey.

Staff present: Town Planner, John Cashell, Andrea Thibault.

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 7:00 by Harry LaCortiglia.

Minutes:

B. Watts: Motion to approve the meeting minutes for September 22, 2021 with corrections.
J. Laut: Second.

Motion carries 4-0; via roll call vote. 1 absent.

Vouchers:

B. Watts: I move to approve the vouchers for H.L. Graham and Assoc. technical review Bailey Lane OSRD \$259.10; H.L. Graham and Assoc. technical review Pingree Rd. \$195.00; Staples office supplies \$153.12; H.L. Graham and Assoc. technical review G. Mello \$195.00 and reimbursement to Admin Assistant for laptop \$690.61; as cited in our packet and on this meeting's agenda.

J. Laut: Second.

Motion carries 4-0; via roll call vote. 1 absent.

47
48
49 **Planning Office:**
50
51

52 1. Georgetown Plaza: Lighting Improvement Project.
53

54 J. Cashell: The architect for this project was scheduled to be here, and is not. This involves changing
55 out exterior lighting including the ceiling mounts in the walkways from the storefronts from
56 incandescent to LED. This will be for energy savings and safety for the Bank of America ATM
57 machine. There is an insurance policy requirement for the bank. They would like to waive Site Plan
58 Review requirements.
59

60 Several years ago, the Board approved an amended Site Plan for this plaza, primarily in the back of the
61 plaza. There is controlled drainage now, and wetlands are more protected. The project is pretty much
62 completed, we are waiting for as-built plans that are 95% complete. The delay is due to the
63 landscaping.
64

65 Since that point in time, they are now requesting a lighting improvement project. The issue is whether
66 or not to waive Site Plan Review, or to require a further amended site plan that calls for a public
67 hearing.
68

69 H. LaCortiglia: Did we have a minor modification for the sign fairly recently?
70

71 J. Cashell: Tenants come in and out, and the lettering will advertise the new business. As long as the
72 measurement and location of the sign does not change, the owner may take care of it without action
73 of the town. The Dunkin Donuts had a facade improvement.
74

75 H. LaCortiglia: From my perspective, I think we should look at the whole plaza again. I was over
76 there the other day.
77

78 What I noticed is that a lot is missing on the photometric plan. There are lighting lanterns that were
79 not shown on the photometric. Most disturbingly, it seems that they will abandon the lighting that is
80 there - and leave as is. I don't think that is appropriate.
81

82 There is a big 3-fixture telephone pole type light in the middle of the parking lot. It is tipped at an
83 angle now probably from being bumped by vehicles.
84

85 During Site Plan Approval, we are mandated to take into consideration safety. If you notice all the
86 lanterns that are out there are located within islands. We don't do that for aesthetic reasons, we do
87 that for safety as they are harder to hit with a 6-inch curb. Unfortunately, that telephone pole is just
88 sitting in the pavement, where cars can bump into it. I won't vote to waive this.
89

90 J. Cashell: They do state that they will not alter what is there already. They will be working exclusive
91 to Bank of America. What is out there isn't dark sky compliant and it is light that is trespassing the
92 property.
93

94 If they were going to improve the existing lighting, it would be a fair consideration for their waiver,
95 but they are not proposing improvements. I will convey that they have to submit an amended Site
96 Plan.

97
98 H. LaCortiglia: Please let the applicant know that there was no motion for the waiver.
99

100
101
102
103 2. Form K - Definitive Subdivision Covenant Release at Fox Hollow, Georgetown, MA.
104

105
106 H. LaCortiglia: I think it is all in order here tonight.
107

108 J. Laut: I move to approve the Form K, Fox Hollow subdivision release of covenant.

109 B. Fried: Second.

110 Motion carries 4-0; via roll call vote.1 absent.
111

112
113
114 3. Little's Hill markers.
115

116 J. Cashell: Larry Graham has not been able to get this done due. It is on the schedule this fall, and
117 this winter when vegetation is down. The funding is established with the town. It will be paid for by
118 the developer, not taxpayer funds.
119

120
121
122
123 4. Planning Board's Peer Reviewers.
124

125 H. LaCortiglia: I made some phone calls regarding adding additional peer review engineers to work
126 with our Board. Larry is extremely busy, and it occurred to me that we need a backup.
127

128 J. Cashell: I will inquire with the engineering contacts that I have. There are issues with the 2 Norino
129 Way plans that are being worked on. Larry is working with the engineer for the project. It is most
130 likely that Larry Graham's peer review will not be complete until early November.
131

132
133
134 5. Pingree Road Court Judgement.
135

136 H. LaCortiglia: Did we get any communication from Town Counsel, Jonathan Eichman? The
137 judgement came through. We need to know what to do with the official town map. Is it to be put on
138 an official town map as public or private?
139

140 We will move this to our October 27 agenda. If it is public, the Board of Selectmen may want to
141 discontinue it, so that the Highway Dept. does not need to maintain it.

142
143 J. Cashell: No, we do not have any input yet from Town Counsel. He definitely has word to let us
144 know what is needed next., and what official action needs to be taken. I will get a hold of him before
145 the next meeting.

146
147
148
149 6. E-code update.
150

151 H. LaCortiglia: There were two actions taken by the citizen's petition. One at the 2020 Special Town
152 Meeting in November, and one most recently last June. As far as e-code update, John will you give us
153 an update?
154

155 J. Cashell: I think the most important update is the Attorney General's decision. The Attorney
156 General has recommended that the decision is reviewed by Town Counsel. The town needs to receive
157 Town Counsel's legal opinion relative to the legal issues brought up in the Attorney General decision.
158

159 H. LaCortiglia: It seems to say that the two definitions being added to 165-7 go in, the definitions of
160 those were fine. The problem was with the use table, and we need to hear from the Town Counsel.
161

162 Jon Samul, 16 Carleton Drive: The Attorney General issued a statement today that said there is no
163 need to have another town meeting, and that the bylaw is valid as written and the town has to allow
164 use in Industrial A and B. The bylaw is valid as of Town Meeting date, and that it should go into the
165 e-code system.
166

167 Steve Sadler, Hillside Drive: As the petitioner, I took it upon myself to ask a few simple questions of
168 the Attorney General. I received a response today. I would be happy to provide it formally to the
169 Town. I didn't intend for any of this to be a surprise.
170

171 Reads Assistant Attorney General email into the record:
172

173 "Dear Mr. Sadler, We approved the bylaw except for the text that was disapproved and deleted
174 because it is inconsistent with state law. No further action is needed by Town Meeting to delete the
175 text from the bylaw. You will need to talk with the Town about when it will incorporate the approved
176 bylaw text into its code book. I hope this is helpful."
177

178 I just got this, and wanted to see the town's reaction and here we are now.
179

180 H. LaCortiglia: Please forward this to the Planning Office.
181

182 J. Cashell: Let's have a discussion about what the assistant Attorney General just wrote.
183

184 H. LaCortiglia: Regardless of what was written in that email, this should still definitely go to Jonathan
185 Eichman. We still need to hear from our Town Counsel, what he is recommending and how to move
186 forward.
187

188 And, we still need to know where to place the citizen's petition from November 2020, we need to
189 know where that belongs in the codification as well. It is not a zoning. We will include this email to
190 Jon Eichman for his review.

191
192
193
194 7. Ch. 57 Erosion and Stormwater Regulations.

195
196 J. Cashell: The Board did approve the regulations and we do need to make those available to the
197 public. The best way to go about this is to update the e-code. Secondly, we are in short supply of
198 hardcopy zoning and subdivision regulations booklets, these include the stormwater and erosion
199 control regulations.

200
201 What I am suggesting is that the regulations are now ready to print. If I can order new subdivision
202 regulations to include the amended erosion control and stormwater control regulations.

203
204 Recently, over the summer working with Jen Hughes on MS4, the Board amended the regulation
205 language to comply with MS4. There is no fall town meeting scheduled, the clock will run out in
206 accordance with state law, so the bylaw amendments will not become effective until the Board holds
207 another public hearing and they are brought forward to a town meeting within the time frame
208 according to state law. We will schedule a public hearing once we have a town meeting date.

209
210 The officials that are reviewing our MS4 year 3 report, will know that the town did its due diligence.
211 The Planning Board did move forward, and will not be penalized because of lack of Town Meeting
212 and officially adopting it.

213
214
215 8. Update on MS4.

216
217
218 J. Cashell: We are in year 3 or 4 reporting requirements. This most recent report that we filed does
219 correspond to state and federal laws. The town is in legal compliance for MS4 year 3.

220
221 We have another big year ahead of us in year 4. From here on out, MS4 will be a living document, on
222 a year by year basis. It also has to be accurately reported on what the town is doing to protect surface
223 and groundwater. Always working toward improving and maintaining the town's infrastructure.

224
225 We were very lucky, MVPC does an excellent job. They are the missing link in helping small towns
226 deliver professionally and effectively in complying with all state and federal environmental laws as well
227 as state improvement projects through the MPO process.

228
229
230
231 9. Green Communities \$200,000 Grant Application.

232
233 J. Cashell: We successfully implemented the initial \$140,000 grant. We were successful in reporting
234 on that. The energy efficiency of town hall and public safety building is up to speed to where it should
235 be. The town is starting to save money with their energy cost.

The goal over the next 5-6 years is to perpetually save the town 20% of the energy bill town-wide year in and year out.

So, this second round of funding for \$200,000.00 of funding we just filed with the state will go toward finishing the weatherization at the Penn Brook School, implementing the first phase of weatherization for the Peabody Library, the Perley School, and the Middle High School. Weather-strip the doors, windows, seal the roof.

In the middle high there are 70 fans on the roof, all need to be treated with sealant and make weather tight. This all makes the buildings last longer by keeping the moisture out.

With the public safety building, town hall and these new projects, the town will save in excess of \$25,000 or more. That is \$25,000 every year, year in and year out. This allows the town to spend that money on other vital costs.

Motion to adjourn. B. Fried.

Second: B. Watts.

Motion carries 4-0; via roll call vote.1 absent.

Meeting adjourned at 9:24pm.