



ZOOM MEETING MINUTES

June 8, 2022

Members Present: Sarah Miles (Chair), Marc Frieden, Barur Rajeshkumar, Vincent Vignaly, Francesco Lopriore

Members Absent: None

Others Present: Wayne Amico (VHB), Richard Riker, Todd Rodman, Luke DeWolfe

All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 140 Worcester Street.

The Chair opened the Zoom meeting at 7:05 p.m. Pursuant to Chapter 20 of the Acts of 2021, this meeting was conducted via remote means (Zoom). No in-person attendance of members of the public was permitted, and public participation during this meeting was by remote means only.

Welcome New Planning Board Member – Francesco Lopriore was welcomed as the new member.

Citizens' Comments – None tonight.

Old Business:

Nuha Circle Request for Street Acceptance Update – No new information was received from Mr. Ali. At the last meeting he said he was going to have his attorney provide Homeowners Association documentation, but that hasn't happened. VHB did a review of the roadway. Mr. Amico has not heard from anyone in response to the items. Mr. Rajeshkumar commented that Mr. Ali said at the last meeting that he would not be at this meeting which may be why the board has not received anything.

New Business/Review of Correspondence/Emails:

Century Drive Lot 54 – Request for Partial Release of Lot 54 Subdivision Covenant and consider bond (Ricciardi) Birdland Hill development – Attorney Richard Ricker (representing Birdland LLC) and Attorney Todd Rodman (representing St. Pierre) were in attendance. Attorney Ricker provided the board a proposed Release of Covenant for review and a form of bond for \$810,000. Attorney Ricker was disappointed that they couldn't move forward with the release as it is; \$810,000 is a substantial bond. By the time they get to the town acceptance of the road and legal and engineer reviews, the town would not need an \$800K bond. He asked considering their contractual obligations and details of their deal to move forward and timing if the board would allow them to move forward and approve the Release of Covenant with the bond.

Mr. Vignaly said a response was received from Jonathan Murray (Koepleman & Paige) that recommended that the board first vote to accept the new subdivision bond, and then vote to release the subdivision covenant on Lot 54 in the form Attorney Ricker sent yesterday. Attorney Murray sent a form for the board to complete. The idea is to authorize that action. If the applicant has not yet

provided the bond paperwork, the board may still vote to release the covenant, but inform the applicant that the executed release will be held by the board until the new bond paperwork is received. Attorney Ricker asked if it was necessary to raise the bond to \$850,000 and was told that is the cost of the additional work that is needed. He expects to get the higher bond by Friday. Attorney Murray also stated that as it pertains to the modification of the road surface top course, the applicant should submit to the board an application to modify the approved definitive subdivision plan pursuant to Chapter G.L. c. 41 Section 81W. The board should advertise and hold a public hearing; at that time, they may vote to modify the road surface provisions of the approved definitive plan to allow the thinner roadway topcoat. Mr. Rajeshkumar made a motion to accept the new subdivision bond in the amount of \$850,000 for Century Drive; Mr. Vignaly seconded; roll call vote: Vignaly-yes; Frieden-yes; Rajeshkumar-yes; Lopriore-yes; Miles-yes; motion approved. Mr. Vignaly made a motion to release the subdivision covenant relative to Lot 54 on the form provided by Town Counsel; Mr. Rajeshkumar seconded; roll call vote: Vignaly-yes; Frieden-yes; Rajeshkumar-yes; Lopriore-yes; Miles-yes; motion approved. The release will be held pending receipt of the corrected bond is received.

Mr. Vignaly asked who owned the property where the roadway is and was told it was St. Pierre. At the last meeting, the board said they wanted the conveyance of Lot 54 to include St. Pierre's interest in Lot 49, which is the roadway, so the board would only be dealing with posting of the bond and Ricciardi and DeWolfe who are constructing the road.

118 Maple Street – ANR (Hugo Lima) – There has been no notification from the Town Clerk that an application was submitted.

Municipality Permit Tracking Software (vote requested by the Selectboard) – It's a program where information would be added so that all boards/departments/inspectors can view it to know that the Planning Board issued an approval with conditions that need to be met before any permits are issued. The board currently sends a hard copy to the Building Inspector which goes into the file but it doesn't get reviewed before inspections. The problem is when and how the data entry is going to get done because of limited staff and budget. One of the members may have to do the data entry. Mr. Frieden and Mr. Vignaly attended the demonstration. The town owns the software but only the Building Department uses it only for tracking paperwork. Wayne Amico said some towns have automated permit tracking. Mr. Frieden said we would all need to be on the same page to use it. The Selectmen have asked if this were something the board would try to do to make it happen. Should it be the secretary's obligation to do it? Ms. Miles said someone at the town level needs to own it and be responsible for it to make sure all the departments that are supposed to be using it, are using it. Ms. Miles believes it would be important tool to have to cover all our bases which is not being done now using the paper process, but there has to be a stakeholder who is managing the software because it is cross-departmental. She thought as a recommendation the board should move forward with it and pay the money for implementation but believes the Selectboard should appoint an owner at the town level. She did feel the secretaries of boards should be trained and responsible for doing it but then the town should make sure they are being paid to do it. Mr. Rajeshkumar agreed that the Selectboard should pay for secretarial support. The Selectmen have asked for a recommendation; they don't want to move forward with it if people are not going to use it and implement it. Mr. Frieden made a motion to give positive feedback and encourage use at the Planning Board; Mr. Lopriore seconded. Mr. Vignaly commented that the board agrees that it is a good idea to make it happen, but not sure how is it going to happen. Roll call vote: Vignaly-no; Frieden-yes; Rajeshkumar-yes; Lopriore-yes; Miles-yes; motion approved. Ms. Miles will send an email to the Selectboard.

Reorganize the Board – Election of Officers and Committee Assignments – Mr. Vignaly made a motion which was seconded by Mr. Frieden to elect a slate of officers as follows: Chair, Sarah Miles; Vice Chair, Vincent Vignaly; Clerk, Marc Frieden; Treasurer, Frank Lopriore; roll call vote: Vignaly-yes; Frieden-yes; Rajeshkumar-yes; Lopriore-yes; Miles-yes; motion approved.

The following Committee Assignments were decided on for the coming year: Affordable Housing-Marc Frieden; Bylaw Committee-Sarah Miles; CMRPC-Marc Frieden; Community Preservation-Sarah Miles; Earth Removal-Barur Rajeshkumar; Economic Development-Sarah Miles; Open Space Implementation Committee-Vincent Vignaly; Town-Wide Planning-Vincent Vignaly; Transportation-Frank Lopriore.

Reports from Other Boards: None tonight.

Invoices were approved for payment.

Mr. Vignaly made a motion to accept the May 11, 2022 regular Meeting Minutes and Public Hearing Minutes for 73 West Boylston Street; Mr. Frieden seconded; Vignaly-yes; Frieden-yes; Rajeshkumar-yes; Lopriore-abstained; Miles-yes; motion approved.

July 13, 2022 at 7:00 p.m. was confirmed as the next regular meeting date and time. It will be a ZOOM meeting.

Mr. Rajeshkumar made a motion to adjourn; Mr. Frieden seconded; roll call vote: Vignaly-yes; Frieden-yes; Rajeshkumar-yes; Lopriore-yes; Miles-yes; motion approved.

The meeting was adjourned at 8:12 p.m.

Date Accepted: _____

By: _____
Vincent P. Vignaly, Clerk

Submitted by: _____
Melanie Rich