

WEST NEWBURY PLANNING BOARD
MINUTES OF MEETING
November 1, 2016

Pursuant to a meeting notice posted by the Town Clerk and delivered to all Board members, a meeting of the West Newbury Planning Board was held on November 1, 2016 in the 2nd Floor Hearing Room at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Raymond Cook, Brian Murphey and John Todd Sarkis (arrived at 8:10 p.m.) were present. Planning Administrator Leah Zambernardi and Associate Member Dennis Lucey were also present.

Bridges called the meeting to order at 7:00 PM.

Continued Public Hearing Special Permit for Open Space Preservation Development – Drakes Landing – 365 Main Street & 34 Meetinghouse Hill Road – William A. Daley, Joseph B. & Beverly A. Murphey (Owner), Cottage Advisors (Applicant)

Lucey recused himself from the matter.

Bridges stated that Sarkis is not able to attend tonight because of a work related commitment. He stated that Chip Hall of Cottage Advisors has asked for a continuance so he can have a full complement of the Board present for the discussion.

Bridges then made a motion to continue the public hearing to 8:30 pm on November 15, 2016. Cook seconded the motion and it carried 5-0.

Subdivision Approval Not Required Plans (SANR's)

Zambernardi stated there were no SANR's submitted.

General Business

- Cottages at River Hill – Zambernardi stated the construction completion deadline noted in the Tripartite Agreements is the end of November. She stated that Cottages will submit a request in time for the November 15th meeting to extend that construction completion date.
- Haverhill Bank – Board Members asked Zambernardi to check in with Gail Linehan to see if they would be installing a sign on the front of the building as they think it is appropriate.
- Minutes – Members reviewed the minutes of the September 6, 2016 meeting. Bridges made a motion to approve the minutes with corrections incorporated. Bardeen seconded the motion and carried 4-0.

Members then reviewed the minutes of the October 18, 2016 meeting. Bridges made a motion to approve the minutes with corrections incorporated. Murphey seconded the motion and it carried 4-0.

(Sarkis arrived at the meeting)

- Administrative Details – Zambernardi stated she has hired a minutes taker who will begin on November 15th. Cook revisited the issue of tree cutting along the public roadways in Town. Bridges stated he spoke with Gary Bill who indicated he and an arborist from National Grid determine the trees were not safe and interfered with power lines, therefore Bill as the tree warden authorized them being taken down as an emergency situation. Discussion ensued and the Board asked Bridges to look into this further. Members

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discussed whether the roles of Tree Warden and Public Works Director should be separated.

- Correspondence - Zambarnardi read some legal notices received from abutting communities. Zambarnardi stated that Mike Parquette of MVPC is preparing a grant application to conduct a regional Housing Production Plan and would like to include West Newbury. Members discussed the request and was generally supportive although they had questions (Any cost to Town? Would document be considered an approved plan for the Town?) and they asked Zambarnardi to pass them along.
- Vouchers - Zambarnardi handed out vouchers for payment to Meridian Associates.

The meeting was adjourned at 8:15 p.m.

Submitted by,

Leah J. Zambarnardi, AICP
Planning Administrator