

**WEST NEWBURY PLANNING BOARD**  
**MINUTES OF MEETING**  
September 18, 2018

Pursuant to a meeting notice posted by the Town Clerk that was delivered to all Board members, a meeting of the West Newbury Planning Board was held on September 18, 2018 at 7:00pm in the Planning Office at the West Newbury Town Offices, 381 Main Street. Board Members, John Sarkis, Raymond Cook, Brian Murphey and Richard Bridges were in attendance. Board Member Ann Bardeen was not in attendance. Town Planner Leah Zambenardi and Associate Member Kim Monahan were also in attendance.

**Executive Session: MGL Chapter 30A §21(a)7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements**

Murphey stated that the Board will enter Executive Session for the purpose stated under MGL Chapter 30A §21(a)7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements. He stated that the Board will reconvene the regular meeting after the Executive Session, which he gathers will take 15 to 20 minutes. He then made a motion to enter Executive Session and took a roll call vote: Murphey–yes, Cook–yes, Sarkis–yes, Bridges–yes.

At the conclusion of the Executive Session, Murphey called the regular meeting to order.

**Continued Discussion Sullivans Court Extension – Walker Development – Definitive Plan and Special Permits for 6 Lot Subdivision (Approved 2015)**

Tom Neve of Walker Development continued discussions with the Board. David Kelley of Meridian Associates and Tom Horgan of 33 River Meadow Place were present for this matter.

*-Progress Report on Stormwater Management System* – Zambenardi stated that she attended a site visit on 8-28-18 with Tom Neve, David Kelley of Meridian Associates, Jay Smith Conservation Agent, Tom & Janet Horgan of 33 River Meadow Place and Howard Hill of 32 River Meadow Place. Neve stated he agreed to fix the existing silt fence on Lot 2, located to the west / northwest of the proposed foundation as well as add an additional line of silt fence uphill of the existing silt fence along the edge of the vegetated ‘weeds’ north of 32 and 33 River Meadow Place. In addition, he is going to cut back the existing vegetation and construct the berm along the southern property line of 32 River Meadow Place. The approved plans call for a two (2) foot high berm, though Neve stated that he would likely build the berm up to about three and a half (3.5) feet. He will also construct a temporary swale that will flow from west to east toward the existing flared end section located on Lot 3.

Neve stated that to date he has completed the following work items since the 8-28-18 site visit:

1. Lot 2 Foundation installed.
2. Perimeter drain installed.
3. Front of home backfilled.
4. Silt fence that was compromised was fixed.
5. Installed an additional length of silt fence in the corner of the lot between the limit of work and the erosion control that is in place.

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6. Went onto the neighbor's yard and pitch forked their grass clippings and installed a bunch in the swale draining from Neve's site.

Kelley indicated he visited the site today to inspect Neve's work. Board Members asked questions and discussed the work completed to date. Kelley confirmed that this work had been done to his satisfaction.

Neve stated that he would complete the following items within the next 2 weeks:

1. Monitor erosion control.
2. Install and gravel the driveway.
3. Stone the inside of the foundation and fill the garage.
4. Backfill the rear of the foundation.
5. Install the earthen berm as shown on the approved plans parallel to the property line and near the driveway.
6. Grade and loam the rear of the lot to within 15 feet of the foundation.
7. Seed the rear yard and berm area with quick germinating contractors seed mix.
8. Temporarily redirect as much runoff water from this lot to the detention pond on lot 3. He stated that he would build a culvert that will be left there.

Horgan asked if the Board had Meridian revisit the drainage calculations. After some discussion it was related that revisiting the calculations at this point is not in order as they were well done and Meridian conducted a peer review. It was noted that this is an active construction site and that once the project is complete and the earth has been stabilized, the silt and the amount of runoff should be reduced from what is occurring today. The Board instructed that Kelley do an inspection in 2 weeks or so to confirm that the work had been done.

*-Release Lots 2 and 4 from Restrictive Covenant* – Zambarnardi stated that the Board approved the release of Lot 4 at the August 21, 2018 meeting. She presented the Release Form for the Board's signature as it was not yet prepared at the time of the vote. Members signed the document. The Board tabled the release of Lot 2 to a future date.

*Documentation Reviewed: Meridian Inspection Report, 8-28-18; Email from Tom Neve, 9-18-18*

### **General Business:**

Minutes – September 4, 2018 - Members of the Board reviewed the draft minutes and made suggestions for edits. Murphey made a motion to approve the minutes with suggested edits. Bridges seconded the motion and it carried 4-0.

Vouchers – Zambarnardi presented vouchers for payment to Meridian Associates for peer review services.

Correspondence –

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*9/12/18 Email from Mary Winglass re: Planning Board Report at Town Meeting* - Members opt not to provide a report at Town Meeting, but to be available to answer questions. They ask Zambarnardi to confirm this with the Planning Board Chair, Ann Bardeen.

*Invitation to Public Forum Seeking Input on Open Space & Recreation Plan 9/19/18* - Members took note of the date and time.

*Email from Patricia Reeser of Open Space Committee Re: Time on Planning Board Agenda* – Members asked for more information on the nature of the request.

Administrative Details –

Recording Secretary Update – Zambarnardi stated that the application period has closed and she is reviewing the resumes she received.

Planning Board Signatures for Recording Dehullu Homes ANR – Members sign the revised Mylar Plan

MS4 Permit Update – Zambarnardi stated that the Public Works Department has money in the budget to hire consultants if needed in FY19.

**Adjournment:**

The meeting was adjourned at 9:00 PM

Submitted by,

Leah Zambarnardi  
Town Planner