

**West Newbury Planning Board Meeting Minutes**  
**Tuesday, January 21, 2020 at 7:00 p.m.**

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 January 21, 2020 at 7:00pm in the Planning Office at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Ray Cook, Tim Cronin and Brian Murphey were in attendance. Associate Member Wendy was also in attendance. Also in attendance were Sharene Hodgson, Representing Colin & Reinhild Hodgson and several residents of Norino Drive.

**Call to order**

Chair Murphey called the meeting to order at 7:04 PM.

**Public Hearing Pentucket Regional Middle-High School Building Project**

Murphey moved to continue without discussion the Public Hearing on the Site Plan Review Application for the Pentucket Regional Middle-High School Building Project to February 4<sup>th</sup>, at 7:00 PM in the Town Annex Building. Cook seconded. The motion carried unanimously.

**Subdivision Approval Not Required Plan - 13-15 Norino Drive, Sharene Hodgson, Representing Colin & Reinhild Hodgson**

Town Planner Leah Zambenardi had informed the Board that she had conducted a thorough review of the plan against zoning and the Board's Regulations for ANR Plans (Subdivision Rules and Regulations), and all deed and plan references shown on the plan. She found nothing of concern with regard to the intent of the plan and confirmed that there were no outstanding property taxes due.

The applicant requested a lot line change reducing the area of 13 Norino Drive from 124,290 square feet to 95,485 square feet. The lot area for 15 Norino Drive would increase from 96,921 square feet to 125,727 square feet. The frontage remains the same and complies with zoning. Neither the drainage nor recreational easement on the property would be impacted by the request. Murphey noted that subdivision approval is not required for this plan, which appeared to meet all zoning requirements. There are two lots with access to the river. In the future only one of the lots will have river access. James Ward, 18 Norino Drive asked Hodgson to explain the map. Andrew Kafalas at 10 Norino Drive asked about the building status. Cook noted that both are currently buildable lots now and will remain buildable.

Murphey moved endorse the Subdivision Approval Not Required Plan for 13-15 Norino Drive as one not requiring approval under the Subdivision Control Law. Bardeen seconded and the motion carried 5-0.

The Board signed the plan.

*Documents reviewed:* Subdivision Approval Not Required Plan for 13-15 Norino Drive

**General Business**

Sullivans Court Extension

Murphey addressed Sullivans Court Extension first. Reed noted that two Conservation Commission issues were discussed with Neve; unstable concrete blocks and pressure treated timbers supporting the wetlands crossing. Bridges noted the solutions Neve suggested were unsuitable. Murphey expressed concern that Meridian had not brought issues to the Board's attention as should have been done.

Bardeen noted it appeared that Meridian had not examined the drawings or changes.

Murphey suggested a letter from Planning be sent to the Building Inspector noting that without resolution, the issues would create on-going problems for both the owners and the environment. Without resolution, the Building Inspector might not issue an occupancy permit. A letter to Neve from the Building Inspector or the Planning Board noting these issues results in an exposure obligation to Neve. A Certificate of Compliance from the Conservation Commission is also required. Murphey will work with Zambenardi on this issue.

Murphey noted that the Town Manager had flagged the proposed trails bridge as not being ADA compliant and that a trail on Town property would need Board of Selectmen approval. Murphey noted he believes the connection to River Meadows could be paid for with the funds being held. Neve would be responsible for bridge construction. Cronin suggested getting a quote for the bridge before sequestering construction funds.

*Documents Reviewed:*

Email from David Kelly to L. Zambenardi, January 2, 2020 with attachments. Email from L. Zambenardi to David Kelly re: Sullivans Court Site Inspection 01-02-2020, January 14, 2020 3:29:00 PM with attachments 15-464 Recorded PlansC-7.pdf 15-464 Recorded PlansD-3.pdf 2019-11-22\_093827.pdf

**Pentucket Peer Review Payment**

Zambenardi had received a letter from the District Business Manager Greg Labrecque, relating the District's concern about its ability to be reimbursed by MSBA for a payment to an escrow account. He suggested two possible methods of handing the invoices. Murphey read an email to the Board from Zambenardi regarding the matter. Bridges stated that there are strong financial reasons to get this project going, but it feels like there is some stalling going on. Cook suggested sending a letter saying that the Board is concerned that construction will be delayed, getting it into the public record. Bridges suggested a possible answer noting the Board's sympathy for MSBA, but that the need situation must be resolved.

**Drakes Landing**

Reed reported that some issues remain. There was no discussion by the Board.

**Vouchers**

The Board signed vouchers for Meridian for Drake's Landing.

**Budget Narrative**

The Board reviewed the draft FY21 Budget provided to them by Zambenardi. No changes were made.

**Adjournment**

Murphey moved to adjourn, Cronin seconded and the motion carried unanimously at 8:34 PM.

Respectfully submitted,

Kathryn C. Carr  
Recording Secretary