

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

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 7, 2019 at 7:00pm in the Planning Office, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Ray Cook, Tim Cronin and Brian Murphey were in attendance. Associate Member Wendy Reed and Town Planner Leah Zambarnardi were also in attendance.

Call to order

Murphey called the meeting to order at 7:02 PM.

Continued Public Hearing: Site Plan Review Application For New Pentucket Regional Middle-High School Building with related parking and athletic facilities. Owner/Applicant: Pentucket Regional School District.

Murphey moved to postpone the Continued Public Hearing until January 21, 2020. Bridges seconded and the motion carried unanimously.

Sullivans Court Extension – Walker Development – Discussion of Notice of Intent with Conservation Commission Re: Trails and other matters. Murphey noted Mr. Neve was not able to attend the meeting. The Board discussed the bridge for the trail and railings over the box culvert on Lot 6. Board members were not confident Neve was conforming to Board requests. Reed reported that the Conservation Commission identified several issues including grading and materials. She stated that the Conservation Commission had issued a cease and desist order because Neve began installing guardrails along the Lot 6 driveway above the culvert. The Conservation Commission asked if the Planning Board might have Meridian weigh in on this or if they should hire their own consultant. Zambarnardi stated that Bridges expressed this concern earlier and it continues to be a concern.

Bardeen asked whether Meridian has issues with the culvert. Cook suggested that Meridian re-inspect the crossing and review the original language and drawings for details on what was approved.

Reed noted the type of culvert approved by Planning had been changed by Neve, and asked about permits.

Bardeen suggested that the Conservation Commission engage its own consultant. She stated that the issues identified by the Planning Board will activate Building Inspector review.

Reed stated that Neve had requested a waiver of the fees for submitting a Notice of Intent for the trails. The Board also discussed that the Town must sign off because the project is on Town land.

To assure compliance, the Planning Board is holding a \$10,000 bond for completion of the trails. If the trails are not completed, funds will not be released.

Bridges asked Zambarnardi to query Town Counsel about using the bond to complete the project, noting that the bond amount may not be sufficient to do so. The Board discussed possible steps to assure project completion. The Town would be responsible should these not be met.

Documents Reviewed: Definitive Plan for Sullivans Court Extension; Meridian Inspection Reports

Town Warrant Articles due on Jan 31, 2020

Zambernardi had spoken to the Town Manager. He suggested that putting in a place holder for the Spring Town Meeting Warrant for the Planning Board. Any proposals for changes to the solar bylaw for the Spring Warrant are unlikely.

Updates

The Town Manager has requested that departments submit their budgets. Zambernardi prepared a draft for review at the next Planning Board meeting. Murphey will review the budget with Zambernardi. Bridges noted that the Planning consulting budget had been reduced and wondered if it is sufficient.

Murphey stated there is question about how to handle payments to Meridian for its review of the Pentucket School Building Project because this is an MSBA project where the State reimburses the District for approved costs. Zambernardi will speak with the Town Accountant and Town Manager to work out the details regarding the matter.

Discussion of Zoning Bylaw Amendments (Housekeeping Amendments)

This item was not addressed.

General Business**Vouchers**

The Chair signed vouchers for the following: a bond release for \$8,500 for Tom Neve (approved November 19, 2019), Meridian Report (approved by Board on December 17, 2019), recording secretary, and current payroll.

Minutes

The Board reviewed the minutes of December 27, 2019.

Murphey moved to accept as amended. Cronin seconded and the motion carried 5-0.

Other

Cronin noted the Selectmen minutes include comments on a plan that may be of interest to the Planning Board involving traffic, targeted economic development, and items related to planning in rural communities. This is a draft plan issued in Oct/Nov. 2019. West Newbury is identified on page 2 of the document. He stated that information in the plan on a dedicated funding stream for water and sewer infrastructure was relevant.

Adjournment

Murphey moved to adjourn at 8:37pm. Cronin seconded and the motion carried 5-0.

Respectfully submitted,

Kathryn C. Carr
Recording Secretary