

**PLANNING BOARD  
MEETING MINUTES  
March 9<sup>th</sup>, 2023**

**PRESENT:** Daniel Doucette, Elizabeth Brown, Sandra Goldstein, William Meier, Jeanne Azarovitz, Jim Robinson

**ABSENT:** Amanda Wing, David O'Connor, Christopher Farrell

**STAFF:** Jennifer Copeland

**ALSO PRESENT:** Atty. Brian Bertram, George Slade

Meeting called to order by Chairmen Doucette at 7 pm.

**1. Meeting Minutes:**

- a. **1/12/23-** Motion to approve by Ms. Azarovitz, seconded by Ms. Goldstein, all aye vote from the board, motion passes. Abstentions from Mr. Meier, Mr. Robinson, and Ms. Brown.
- b. **1/26/23-** Motion to approve by Ms. Brown, seconded by Ms. Azarovitz, all aye vote from the board, motion passes. Abstentions from Mr. Meier and Mr. Robinson
- c. **2/9/23-** Motion to approve by Ms. Brown, seconded by Ms. Goldstein, all aye vote from the board, motion passes. Abstentions from Mr. Meier, Ms. Azarovitz, and Mr. Robinson.
- d. **2/23/23-** Motion to approve by Ms. Brown, seconded by Ms. Azarovitz, all aye vote from the board, motion passes. Abstentions from Mr. Meier and Mr. Robinson.

**2. Application for Site Plan Review #511**

**Construction of a 3,000 sq. ft. storage facility**

Part of a 2 Yr. Grant program from the state about \$2.5 million. Second part of the grant will be buying the equipment that will be stored there. Will not be student or educational building. Just storage of things like kayaks, trailers, maybe trucks. Environmental Science program will use the building as storage. No additional parking needed for this building besides an area for a truck to back up.

Motion to approve by Ms. Brown, amending the motion that parking is sufficient and removes the condition that the board must determine if parking is sufficient, motion seconded by Mr. Robinson, all ayes by the board, motion passes

**3. 13 Kendall Rae Pl.**

- a. **SPR/SP #08-2017A-** Application of amendment of site plan review/special permit to modify applicant name from "Calamar Enterprises" to RM53 Holdings LLC.
  - Project for senior housing was approved for Calamar Enterprises. One of the conditions to get the certificate of occupancy is to have an approved affordable housing agreement with the Affordable Housing Authority. Because the special permit must be attached to the agreement, it was recommended to change the name to reflect that the permit will be signed by RM53 Holdings LLC. Just a simple name change.
  - Ms. Copeland- Have been working closely. Voted to approve the designated affordable units already.

-Town Counsel Atty. Bertram- I recommended it. The project is old and ownership has changed. Want the entity to match the signee to avoid any issues.

-Motion to Approve by Ms. Azarovitz, amendment to move condition 4 to discuss during discussion 3. C., seconded by Mr. Meier, all yes vote from the board, motion passes.

- b. Vote to approve and authorize the Town Administrator to sign the Affordable Housing Regulatory Agreement.

-Asking to allow the Town Administrator to sign this agreement. This is important because there is a lottery system that needs to take place for those 12 affordable units, it can take 60 days to set up and we can't move forward until it is signed. Earliest we can get the document recorded is the end of March. This was designed for maximum efficiency if law ever changed regarding affordable housing requirements.

-Motion to approve by Ms. Azarovitz to authorize the TA to execute the final agreement, and allow staff and Town Counsel to finalize agreement for execution. Seconded by Ms. Brown. Vote taken by Board, all ayes, motion passes.

- c. Site Improvement for pedestrian walkway to Main St.

-When the Permit was originally approved, the site was at a different elevation. 17 ft. of earth was added to the site to rise above the flood zone. Building is built and it is recognized that the change in elevation changed the original plans for the building and the pedestrian pathway. It would not be as easily accomplished as originally thought. It was recommended by engineers that the plans to improve this would be halted until approved by the town. Plan has already been made for a snaking walkway fully lit with railing.

-Board members had questions regarding some of the specifics of the walkway ex: snow removal, descent, size etc.

-Ms. Copeland- Walkway would need to go before and be approved by the Design and Review Committee and they would make sure the plan is up to standards.

-Alan Metcalf VP of operations from Mass Maritime who has property across the street, just wanted to confirm that it is all on private property and it was confirmed that it is.

-Amy Sharp Resident of Monument Beach, looking for the availability for more public comment. Also looking for the plans on the website.

-Board mentioned that it will go before the selectmen and the DCR.

-Motion to approve by Ms. Azarovitz, seconded by Ms. Brown, vote taken by board, all ayes, motion passes.

#### **4. Discussion: Status of Kendall Rae Rd. Construction**

They talked about timing of road completion and what is best for the community. Construction moving on that road would lead to potholes and other issues. Timing of putting on the top coat should be discussed. Asking the board to consider that if there will be a bond required for the road, a responsible party would fulfill the bond agreement.

Mr. Doucette- Town engineer brought up the breakdown of the road. He feels that once people start living there they should have a say as well. Town engineer would like it finished at the prior or close to occupancy for the sake of pedestrian safety and drainage/maintenance. Can move to an agreeable solution at a meeting in the future regarding the bond or whatever will be done to fix the road.

Ms. Copeland- Part of the project is a lot release, the lot is not released yet and that needs to be done before occupancy as well.

Motion to continue to the next meeting (3/23/23) by Ms. Azarovitz, seconded by Mr. Robinson. Aye vote taken by board, all ayes, motion passes.

**5. Adjourn**

Motion to adjourn at 8:14 p.m. by Ms. Azarovitz, seconded by Mr. Robinson, all ayes from the board, meeting adjourned.

