



Town of Westminster

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Lawrence Skamarycz, Chair

Marie N. Auger, Vice Chair

Dan Bartkus

Gregg Buckman

Jodi Snyder

Planning Board Meeting Minutes: October 26, 2021

Held in the Select Board meeting room at Town Hall – 11 South Street.

Members present: Marie Auger, Larry Skamarycz, Jodi Snyder and Greg Buckman, Dan Bartkus, and Town Planner, Stephen Wallace.

Additional Attendees: Brian Marchetti and Steve Ballard from McCarty Engineering, Lance Dellagano, Tom LeBlanc, Collin Johansen from Tetra-Tech, Dean Johnson, and Michael Ferris.

L. Skamarycz called the meeting to order at 7:00 PM.

Administrative Matters

First order of business, Approve meeting minutes from October 12, 2021, and revised Planning Board minutes from December 8, 2020. The Board voted to approve both sets of minutes.

Next order of business, Approval Not Required (ANR) plan for EF Realty LLC, creating one new building lot at 19 & 23 Carter Road (Tax Map 125, Lots 7 & 8). Engineer Steve Ballard presented on behalf of the applicant. The plan calls for splitting the master lot and taking some land from an abutting property to satisfy the Zoning Bylaw's minimum lot size requirement.

The Board voted all in favor of endorsement with Chairman Skamarycz recusing himself because he is an abutter.

Continued Public Hearing

Definitive Subdivision for JP Dell LLC (owner/applicant): 12-lot cluster housing subdivision (Porter Page Road) off Bean Porridge Hill Road (Tax Map 29, Lot 3).

Board Member Dan Bartkus recused himself because he is an abutter.

Engineer Brian Marchetti presented on behalf of the applicant. Brian summarized how the plan has changed since the initial plan the Board saw back in June. Brian then went through the 40-point review memo prepared by Tetra-Tech on August 12, 2021 and revised on October 25, 2021. All of the items in Tetra-Tech's memo have been resolved with the following exceptions:

- Those items that are dependent on the Planning Board granting waivers.
- Items #13, #19 & #22: test pit information and proposed infiltration Best Management Practices (BMPs) for the stormwater detention basis. This item will be handled as a condition of approval in the final decision.

- Item #15: sloped granite edging at intersections, cul-de-sacs and other radii. Brian explained that these have been added to the plan but are covered up by other information. Brian will review with Tetra-Tech to ensure that these items have indeed been added to the plan.
- Item #20: the applicant's need to obtain a National Pollution Discharge Elimination System (NPDES) permit from the federal Environmental Protection Agency (EPA) and submission of a Stormwater Pollution Prevention Plan (SWPPP). These items will be handled as conditions of approval in the final decision.
- Item #25: the need to identify all trees with a caliper of 12-inches or larger on the plan. The applicant has agreed to identify such trees for the area to be developed prior to breaking ground. This item will be handled as a condition of approval in the final decision.
- Items #36 through #40 will be resolved by McCarty Engineering working with Tetra-Tech.

Brian then went over the Department of Public Works' concern about the guardrail being crash-resistant. Brian will submit the necessary information to Tetra-Tech for their review of this item.

Brian then discussed a few concerns expressed by the Board of Health regarding the wells and the required minimum from the estimated seasonal high groundwater to the bottom of a septic infiltration system. Brian indicated that the submitted hydrogeological study indicates that wells drilled in this vicinity provide more than enough water to meet State standards for household use. Brian then explained that the Board of Health's comment on infiltration systems was a misunderstanding: the BOH was referencing the standard for on-site septic systems and Brian was referencing the standard for stormwater detention basins. Brian will contact the Health Agent to clear up these issues.

Board Member Auger stated that regarding the maintenance easement for the drainage basin, her preference would be to have the Town own the land via fee simple instead of just having an easement over privately-owned land.

An abutter on Potato Hill Road stated a concern about drainage from the development flowing downhill towards Potato Hill Road.

Dean Johnson asked for clarification on who will maintain the drainage infrastructure during construction and when the Town would take it over.

Mike Ferris expressed a concern about how disturbing the land would impact water resources, and the impact of site drainage and erosion during construction.

The Board voted to continue the hearing until Thursday morning November 4th at 9:00 AM when the Board will meet on site with the applicant's engineer.

The Town Planner suggested that the Board wait on making decisions on the requested waivers until after the site walk.

The project will appear on the agenda for the Board's next regularly scheduled meeting on Tuesday November 9th at 7:00 PM.

Meeting adjourned: 8:29 PM

Materials reviewed at this meeting:

- ANR plan for EF Realty LLC
- The following documents were discussed for the Porter Page subdivision plan:
 - Subdivision and Stormwater Management applications
 - Porter Page Subdivision Plan

- Revised Subdivision Plan - October 2021
- Porter Page Subdivision - Stormwater Management Plan
- Revised Stormwater Management Plan - October 2021
- Hydrogeological Analysis
- Revised Project Cover Letter with waiver requests
- Planning Department review memo
- Review engineer comments
- Response to Town Comments
- Review engineer comments on revised subdivision plan