

CARLISLE PLANNING BOARD

MINUTES

MAY 13, 1991

Present:

Vivian F. Chaput, Chairman
Phyllis W. Hughes
George B. Foote
Jill Natola
Scott Evans
Kenneth H. Ernstoff
Paula M. Trebino
Elaine H. Olden,
Planner Assistant

Meeting called to order at 8:15 p.m.

May-June meeting dates

The members established the meeting dates through June as follows: Tuesday, May 28, 250 Acton Road, 7:00 p.m. social for former and current members/8:00 p.m. Master Plan; Monday, June 10, 250 Acton Road, 8:00 p.m. urgent regulatory business/8:30 p.m. Master Plan; Monday, June 24, Planning Board office, 8:00 p.m. regulatory business.

Informal presentation of proposed Davis Common Driveway

Mr. James Davis met with the Board for a pre-application review of a Common Driveway Special Permit application he plans to make. The members found nothing unusual about his proposal and told him that with his application he must supply the usual items: an informal plan demonstrating that the same number of lots can be created from the parcel without a common driveway as will be served by the Common Driveway; a recordable Common Driveway plan; and an agreement for maintenance of the common driveway.

Request for modification of Tall Pines definitive plan approval

The members agreed that the April 13, 1991, request from Stamski and McNary for approval of modifications of the approved Tall Pines definitive plan requires engineering review and instructed the Planner Assistant to reply to the request that consideration of the request will be delayed for selection of an engineer to perform the review.

Selection of engineering consultant

As part of the discussion about the Tall Pines modification request, the members took up the matter of selecting an engineering consultant. Mrs. Olden reported that she had

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gathered a number of proposals for service from local firms and pointed out that review of that large number by the entire Board would be cumbersome. The members decided to appoint a subcommittee of Mr. Foote, Ms. Hughes, and Mr. Evans to develop criteria by which to assess the material, review the material and make suggestions to the entire Board.

Request for road-name change at Hayes Farm

Ms. Hughes presented town maps showing that several towns in the area as well as Carlisle have roads named "Spencer Brook," the name requested for the Hayes Farm road in a letter from Karlis Grinbergs on behalf of the present owners of the subdivision, the Chestnut Hill Bank and Trust Company, dated April 15, 1991. The members instructed the Planner Assistant to write to Mr. Grinbergs that the name is too commonly used and would present a public safety hazard and to include in her letter the file list of historic names in Carlisle.

Reorganization of the Board

After nominations duly made and seconded, on motion of Mr. Foote seconded by Mr. Ernstoff, the members voted unanimously for the following officers: Chairman, Ms. Hughes; Vice Chairman, Ms. Natola; Clerk, Mr. Evans; Treasurer, Ms. Trebino. The following assignments were accepted: Long Range Capital Requests Committee, Mr. Foote; Conservation Commission, Mr. Ernstoff; Historical Commission, Mr. Evans; Housing, Ms. Chaput; Zoning Board of Appeals, Ms. Natola; MAGIC, Ms. Hughes; Master Plan "project manager," Ms. Chaput; Environmental Monitor review, Mr. Ernstoff; review of plan modification requests, Mr. Foote. Mr. Ernstoff and Ms. Trebino received copies of the Master Plan draft and agreed to consider which of the retiring members' responsibilities, Infrastructure and Natural Resources, each wishes to take on.

Ms. Hughes assumed chairmanship of the meeting.

Minutes

The members delayed consideration of the minutes of the April 22, 1991, meeting, which was largely devoted to discussion of the Master Plan, until the next Master Plan meeting.

Bills

The members authorized payment of bills as presented, including a requisition for money to purchase two planning books recommended by the Planner Assistant. Mr. Ernstoff initiated discussion of the need for these books. Ms. Chaput and Ms. Natola supported

the purchase, saying that the books appear to bear directly on the Board's Master Plan activities and that the Board does not purchase books frivolously. On motion made and duly seconded, the members voted unanimously to purchase the recommended books.

Discussion of MAGIC activity

On motion by Mr. Foote seconded by Mr. Ernstoff, the members voted unanimously to send the following letter to the Minuteman Advisory Group on New Developments:

The Carlisle Planning Board has instructed its Planner Assistant to furnish you with information at the earliest possible time about any proposed major or significant development projects which exceed any of the thresholds listed on the "Notification to the Minuteman Advisory Group on New Developments."

The Board will also appreciate receiving information about any such projects which will impact the Town of Carlisle.

The members also asked Ms. Hughes to relay to MAGIC the Board's preference that MAGIC support road improvement funds for Routes 2 and 3 and none for Route 225 in accordance with a planning policy that commuter traffic be encouraged to use Routes 2 and 3 and discouraged from using Route 225.

Continued public hearing on regulation changes

At 10:30 p.m., Chairman Hughes opened the public hearing on proposed regulation changes continued from April 8, 1991. The members agreed that they had completed consideration of the changes at the April 8 meeting and instructed the Planner Assistant to finalize four copies of the changes for action by the members who were present at the public hearings on the changes, to be sent to the members before the next meeting packet if possible. These copies are to have the expected date of final revision in the heading of each page. The members also instructed the Planner Assistant to inform the Town Accountant and the Town Treasurer that their attention to the Review Fees Account procedure is needed by the Board's next meeting. At 10:45 p.m., Chairman Hughes continued the public hearing until Monday, June 10, 1991, at 8:15 p.m.

Proposal to change meeting time

Ms. Natola inquired about the possibility of changing the usual meeting time from 8:00 p.m. to 7:30 p.m. Several members indicated that the earlier time was not possible for them.

Correspondence concerning Ice Pond Road

The members said they had reviewed the correspondence concerning the Ice Pond Road subdivision included in the packet, particularly Attorney Nelson's May 9th letter and Mrs. Olden's May 9th response. After discussion, the members instructed Mrs. Olden to write to Mr. Nelson confirming the Board's decision on April 8, 1991, to withhold action on Mr. Boiteau's request for extension of approval of the definitive plan until there is satisfactory progress on meeting Condition #3, clarifying the Board's expectations concerning "satisfactory progress," and requesting a cogent, explicit, written proposal for consideration between 8:00 and 8:30 at the June 10th meeting as the only possibility for consideration of the matter before July 1. In further discussion, the suggestion was made that this proposal include milestone dates for completion of the details of the proposal. The members agreed that the reason for delay on the request for approval extension for this subdivision is the uniqueness of the solution to fire protection and the fact that the details of this solution have not been finalized. The members asked Mrs. Olden to include copies of any further correspondence in the packet for May 28.

Keys for new members

The members asked Mrs. Olden to provide keys to the Planning Board office for the new members.

Summer meeting dates

The members agreed on the following meeting dates for July and August: July 8, regulatory business; July 22, Master Plan; August 5, regulatory business; August 19, Master Plan.

Appreciation for Ms. Chaput's term as chairman

Chairman Hughes expressed appreciation for Ms. Chaput's ability as chairman for the past year to focus on contributions to discussion at hand while maintaining the coherency and direction of the meeting.

Meeting adjourned at 11:45 p.m.

Respectfully submitted,

Elaine H. Olden
Planner Assistant