



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

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MINUTES

November 24, 1997

- Review of trail layout on Malcolm Meadows open space submitted by Carlisle Conservation Foundation**
- Discussion of previous interviews with engineering firms offering consulting services for project review**
- Report of Selectmen's All-Board meeting (11/12) - Abend**
- Report of MAGIC meeting (11/13) - Tice**
- Discussion and review of Open Forum on Subdivision Rules and Regulations (11/13) - Yanofsky**
- Discussion of Town Meeting (11/19) - Yanofsky**

Chair Yanofsky called the meeting to order at 7:20 p.m.. Duscha, Epstein, Hengeveld, LaLiberte, Tice, and Yanofsky were present. Abend was not present this evening. Also present were Planning Administrator George Mansfield and Roy Watson, Jr. of *The Mosquito*.

Hengeveld moved to accept the **minutes** of November 10, 1997 as drafted and Tice seconded. The minutes were accepted 6-0.

The **bills** were circulated and Mansfield noted that there was a \$129 bill for the Grants Newsletter. He recommended that the Board cancel this subscription, which they then did. Tice then went over the Planning Board's FY '99 **budget** presented to Fin. Com. It showed an overall increase of 7.1% over FY '98. Tice was scheduled to meet with Fin. Com. at 9:00 p.m. this same evening. Tice agreed to ask Fin. Com. about the distribution

of fees collected by the Planning Board. Mansfield noted that the BOH is proposing a 5% wage increase to match school wage increases.

Review of trail layout on Malcolm Meadows open space submitted by Carlisle Conservation Foundation

Present for this discussion was Eunice Knight of the Conservation Foundation. She said that the plan is in compliance and asked the PB to approve the initial trail layout as required by the S.R.O.S.C. special permit. She also noted that the CCF had recently received a \$5000 grant to partially fund trail extension.

Duscha moved to accept this as the initial plan. LaLiberte clarified the motion by adding that "this" refers to a layout attached to a November 6, 1997 letter from Eunice Knight to the Planning Board. Tice seconded the motion and it was approved 6-0.

Mansfield then reported on the status of construction at Malcolm Meadows. On Oct. 16 he sent a letter to Ron Peabody informing him that the plan needs to be revised. Mansfield received a reply on Oct. 28 stating that Peabody did not think a revision was necessary. Mansfield noted that 2-4 units still are not occupied and BOH and Cons. Com. also have outstanding issues regarding Malcolm Meadows. In a meeting with Katrina Proctor and Linda Fantasia, they suggested that the PB send a memo to the Building Inspector, Bob Koning, notifying him of the outstanding issues. Cons. Com. is concerned because a parking area hasn't been constructed and it should have been completed over one year ago. The variance for this parking lot has also expired.

Yanofsky suggested that a letter be sent to Koning asking him not to issue any occupancy permits until the Planning Board notifies him that all work is in compliance. Mansfield noted that abutters told him that landscaping materials were delivered a week ago, before the heavy snow. LaLiberte recommended further attempts to contact Peabody before sending a letter to Koning. Mansfield and Yanofsky will work together to draft a letter to Koning and will send it if Peabody does not respond by Wednesday, November 26. In the meantime, Mansfield will ask Koning about the status of occupancy permits at Malcolm Meadows.

Discussion of previous interviews with engineering firms offering consulting services for project review

The Board generally agreed that they preferred Earth Tech and Judith Nitsch with some members more inclined toward one firm and some toward the other. Yanofsky asked Mansfield if he would mind working with several firms. Mansfield replied that he thought it would be fine to try different firms initially, but one firm would be best for the long

term. The Board asked Tice to check each firm's references, particularly municipal, and ask about their working style. The Board will try these two firms with the next few projects to determine which is best suited to meet their needs.

Report of Selectmen's All-Board meeting (11/12) - Abend

Yanofsky reviewed Abend's notes on the meeting and said that the Selectmen wish to have the Planning Board review the barn by-law this spring. The ZBA reported that it wishes to revise all zoning bylaws and the PB will need to hold the hearings and provide a report with recommendations to Town Meeting. A committee will be put together to implement these zoning changes and the PB should also be represented. This item was kept on the agenda for Abend's report at the next meeting.

Report of MAGIC meeting (11/13) - Tice

Tice gave an outline of the topics discussed at the MAGIC meeting held on November 13, 1997. Mr. Skinner of EOEА gave a presentation on various topics and the Board thought it would be helpful to receive the EOEА newsletter and asked Tice to look into this. Other topics included making presentations at Town Meeting and strategies for open space.

Mansfield added that at a recent Massachusetts Association of Planning Directors meeting, he learned that MAGIC had received a Municipal Incentives Grant to design and support regionalization of services such as GIS, animal control and town engineering services. The Board asked Mansfield to keep abreast of this information.

Discussion and review of Open Forum on Subdivision Rules and Regulations (11/13) - Yanofsky

Present for this discussion were Larry A. Sorli, Larry O. Sorli and David Alexander of Westford St., and Tom O'Rourke of Maple St.

Epstein outlined his idea of how the Board could proceed regarding the Rules and Regulations. First, a comprehensive list of concerns and items for consideration needs to be compiled by the Board members. Second, further research should be conducted and information gathered regarding the length of dead-end roads. Sources of such information should be identified, such as MAPC, APA, Rick Taintor or Terry Szold (land use consultants). Third, the appropriate land use boards should be asked for feedback on the Rules and Regs.

Larry A. Sorli asked to speak regarding the Rules and Regs. and said he was concerned about the length of dead-end streets and the buffer requirements. He said that landowners are unable to make plans because the Rules and Regs. are not specific enough and waivers are at the discretion of the PB. The Board addressed some of his questions, and then explained that tonight's meeting was for the purpose of planning a course of action before scheduling more public hearings. Yanofsky told Sorli that the Board would find it helpful to have his concerns in writing, which he promptly presented to Mansfield.

Tom O'Rourke asked the PB to consider Town Counsel's advice given in a memo regarding dead-end streets. The Board explained that this memo referred to an earlier draft of the regulations and is no longer relevant.

David Alexander asked the PB to consider the safety of dead-end vs. connected streets and to examine Carlisle's safety history as opposed to national standards.

Board members agreed to submit items for consideration regarding the Rules and Regs. to the PA by Dec. 4 and Mansfield will use those, along with Sorli's items to compile a comprehensive list.

LaLiberte suggested getting information from the Town of Dover. It is similar to Carlisle and they have a prohibition of dead-end roads. It would be helpful to the Board to find out why this was enacted and how it is working. The Board agreed that research should be focused on dead-end roads.

Mansfield offered to spend some time in Boston at MAPC to study model regulations. He also suggested Massachusetts Federation of Planning and Appeals Boards might have information. Finally, Mansfield offered to contact Sorli and address some of his concerns. Board members encouraged Mansfield to proceed.

LaLiberte asked if other boards could have their comments prepared by January. Epstein offered to draft a memo to John Lee, asking him to address the Cons. Com. issues brought up at the Open Forum.

(Tice left to attend the Fin. Com. meeting.)

Discussion of Town Meeting (11/19) - Yanofsky

Since all issues regarding the Town's purchase of the O'Rourke property had not been settled, it was decided that a follow up letter to the *Mosquito* not be sent.

The Board's next meeting will be held December 8th and the meeting scheduled for December 22nd will only be held if urgent matters arise. A public hearing for a new common driveway will be scheduled for January 12, 1998.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anja M. Stam".

Anja M. Stam
Recording Secretary