

Hanson Planning Board  
Minutes of the Public Meeting of  
October 23, 2017 at 7:00 PM  
Hanson Town Hall, Meeting Room A

Call to Order

Chairman Weeks called the meeting to order at 7:00 PM. Attendance was as follows:

Present: Joe Weeks, Chairman  
Joe Campbell, Vice-Chairman  
Don Ellis, Member  
Joe Gamache, Member  
John Kemmett, Member  
Laurie Muncy, Town Planner

Guests: Guy Thompson, Developer, Great Cedar Condominiums  
Patrick Carrera, Engineer, PMP Associates

Minutes

Mr. Weeks placed discussion of the September 25 minutes on hold until Ms. Muncy is able to reproduce copies for members to review.

Appointments

**7:00 PM Appointment with Mark Ridder, Glenwood Investments, LLC to discuss the site walk and any other remaining site work at Stonebridge Commons Condominiums off of Liberty and Winter Streets.**

Mr. Weeks stated that Mr. Ridder is not present at this time and had requested that today's 5:30 site inspection be rescheduled. He stated that while Mr. Ridder had asked that the site inspection be rescheduled, it was unclear that he would not be in attendance for this meeting.

Mr. Campbell read into the record an email dated Oct. 23, 2017 3:18 PM from Mr. Ridder to Becky Nehiley, Administrative Assistant, Hanson Planning Board:

Dear Planning Board Members: I hereby request a 30-day continuance on our meeting scheduled for October 23, 2017. This request is to allow us adequate time to schedule qualified labor to assist in opening construction items at Stonebridge Commons condominium for inspection by the Planning Board Members. I would also ask that the Planning Board prepare a[sic] inspection request list in order to facilitate the inspection. Sincerely, Mark A. Ridder (Ridder, 10/23/2017)

Mr. Campbell read a second email into the record dated Oct. 23, 2017 3:12 PM from Mike Facchini to Becky Nehiley, Administrative Assistant, Hanson Planning Board:

Hi Becky, At this late notice I don't have anyone that can open the covers. I think it is best that we ask for an extension for tonight's walk through. Can the board give us a mutually agreed time and date that will work for all and that will allow us to be more prepared to supply the board the

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requested information. Sorry for any inconvenience this might cause. Thank you all, Mike Facchini (Facchini, 10/23/2017)

Mr. Weeks said that he felt that the request for a 30-day extension is excessive as the board had at its meeting with them in September granted 30 days for them to correct any issues, contingent upon the release of the multiple units being requested.

After some discussion, the board asked Ms. Muncy to email Environmental Partners and tell them that they need a punch list of all remaining Stonebridge Commons work by Nov. 10 for the board's review at its Nov. 13 meeting. The board also asked Ms. Muncy to relay that a site inspection is scheduled for 5:30 PM on Nov. 13 and that they must provide a laborer who will be able to open catch basins, and if they cannot, the board will hire a laborer at the applicant's expense to do so. Mr. Campbell stated that the email to Environmental Partners should include the fact that the applicant's request for a 30-day extension is denied. He added that in response to the applicant's request for an inspection request list from the Planning Board, the board will not be doing so and their inspection should include "everything".

**7:20 PM Appointment with Guy Thompson to discussion Great Cedar Condominiums at 1460 Main Street in regards to paving, correction of the sidewalk and grass strip and any other remaining site work.**

Mr. Thompson said that he wants permission from the board to put the wear coat on the road, which is currently scheduled for Tuesday, Oct. 31. Mr. Thompson confirmed that this will be done before the sidewalks are re-paved. Mr. Gamache reminded him that the sidewalk pavers will need to be mindful to avoid diesel spillage or other damage to the newly paved road.

Mr. Gamache said that there are some structures on the side driveways which are collapsing, with Mr. Thompson stating that they will be repaired when the sidewalks are re-done. Mr. Gamache noted that when the sidewalk paving is done to correct the problem with the grass strip, there should be no small patches. Mr. Carrera agreed saying that they will replace whole sections where needed as opposed to saw-cutting and patching.

Mr. Gamache expressed concern about the sidewalk gravel base and explained to Mr. Carrera that it will be at the developer's expense if the Planning Board determines that the work was not done correctly and subsequently had to be re-done.

Mr. Gamache produced photos of the repair work that had been done to the double catch basin in the cul-de-sac saying that he observed seams in the concrete that shouldn't be there. He said that the whole area should have been removed and concreted as one pour. Mr. Ellis agreed that it would have been stronger without the joint there. Mr. Gamache further questioned if six inches of concrete was poured, which cannot be determined from the photographs. To accommodate the board's concerns, Mr. Thompson said that he will have the entire area around the structure removed and re-poured, with Mr. Carrera stating that he will see to it that it is done correctly.

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Mr. Gamache said that after the paving, there are some slopes that will need to be re-worked and seeded and the growing season will likely have passed by then. Mr. Thompson expressed his willingness to come back in the spring to seed if the weather doesn't permit it this year, with Mr. Ellis suggesting that they move forward with it after the paving and return in the spring for touch-ups if necessary.

Discussion

**1. Budget Report and Discussion** – Mr. Weeks said that he suggested a review of the budget as a snapshot for the board since Mr. Muncy is transitioning out of her role as Town Planner. Ms. Muncy stated that the FY2018 budget that was distributed to members does not include expenses that were deducted since July 1, however, the board can obtain an expenditure report from Becky [Nehiley].

**2. Requests for purchasing materials** – The board clarified with Ms. Muncy the procedure if they want to purchase supplies and equipment for site visits. She explained that they would need to obtain a cost for the desired item in order to obtain a town purchase order number, which they would use to purchase the item(s). The board discussed items in particular that they would need saying that the maintenance department could suggest where they should store them when not in use.

Mr. Weeks said he will follow-up with Mr. McCue about obtaining a purchase order. Mr. Campbell suggested that he request a 'not to exceed' purchase order as there are multiple items to purchase. Ms. Muncy stated that they will need to identify which budget line item their purchases would be deducted from.

**3. Post-Town Meeting action concerning approved articles** – Mr. Weeks explained that the sign by-law articles were approved at Town Meeting. He said that the next step is to schedule a public hearing for the sign rules and regulations. After some discussion, the board decided to postpone the hearing until January or February.

**4. Town Planner Position** – Mr. Kemmett asked about a job description for the Town Planner, perhaps from the Old Colony Planning Council. Ms. Muncy said that she has a very detailed job description that she can share with members. She also said that she understands that the Collins group is scheduled to return in the near future for a re-evaluation of the town's planner/conservation agent position. She said she will email their last report to members.

Mr. Weeks explained that he met with Mike McCue and Phil Clemons on Oct. 4 to discuss the Town Planner and Conservation Agent positions. He said that both he and Mr. Clemons expressed their need for a full time individual for their respective boards. Mr. Weeks said that there is some consideration by the town to share a Town Planner with another town.

Mr. Weeks said that the town wants to review the need for both full-time positions based upon the job descriptions and project volume. If the Town Planner is changed to full-time, he said, it will not occur until approval at next Town Meeting.

Mr. Ellis noted that the board has to apply annually for Complete Streets funding necessitating an individual dedicated to town planning to prepare the application. Mr. Weeks said he contributed that

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point during his discussion with Mr. McCue. Mr. Kemmett said that without a full-time planner, the board is only able to address subdivision projects and not planning, to which it is also responsible. Mr. Campbell asked if a citizens' petition can be submitted at town meeting seeking approval to hire a full-time employee if there has not been a resolution to the question by that time. Mr. Weeks said that the statement is correct.

Mr. Kemmett stressed that the board's input should be considered on the hiring of a planner, perhaps some members sitting on a hiring committee. He said that they are most qualified to identify the skills a planner should possess. Mr. Gamache expressed that Town Planner candidates should have knowledge with GIS layers.

Mr. Weeks stated that the Town Planner and Conservation Agent positions are on the agenda for tomorrow night's Selectmen's meeting and urged members to attend.

Mr. Campbell suggested that if a hiring sub-committee is created, it might be beneficial for a member of the highway department to sit on the committee due to its relationship with the planning board on storm water management. Ms. Muncy added that a large part of the Planning Board's oversight of storm water management is the DEP's reporting requirements, which include keeping a database of all catch basins in town. Mr. Ellis pointed out that those responsibilities would fall back to the town administrator if there were no full-time town planner.

Mr. Ellis made a motion that the board support the town hiring a full-time Town Planner, which was seconded by Mr. Campbell. The motion was approved unanimously, 5-0-0.

Mr. Weeks asked Ms. Muncy to describe the points on which an incoming planner should focus attention. She began by saying that one of the responsibilities of the job is to revise the master plan as that was the next big project on which she was going to embark. She continued that there is the Complete Streets project, the Maquan Street project, storm water management, an extensive re-write of the rules and regulations and added that the zoning by-laws are under continuous review. She said that the new planner will likely need to attend zoning hearings and provide support relating to proposed 40B's. In response to a question by Mr. Ellis, Ms. Muncy agreed that efforts should proceed to re-zone those areas as 40R or 40S overlay districts.

Mr. Weeks asked what the new planner's role would be relating to the Plymouth County Hospital site. Ms. Muncy stated that their responsibility would be with property lines, but the town planner would likely have to attend meetings concerning its future use from time to time.

Mr. Weeks will contact Mr. McCue to find out if the BOS can table tomorrow night's Town Planner discussion until the planning board is able to attend.

#### **5. Memo from Town Administrator regarding meetings**

Members expressed that while they are in favor of planning board meetings being taped, they are not in favor of the responsibility for the actual recording and voiced a preference for the cable company doing the recording.

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Old Business/New Business

Members signed an invoice from PMP Associates, LLC.

Adjournment

Mr. Gamache made a motion to adjourn, seconded by Mr. Campbell, which was approved unanimously 5-0-0.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Shirley Schindler, Minutes Clerk  
Hanson Planning Board