

Maynard Planning Board Meeting
April 28, 2020 – 7:00 p.m.
(Held remotely via Zoom due to COVID-19)

Board Members Present: Greg Tuzzolo – Chair, Bill Cranshaw, Chris Arsenault, Jim Coleman, Mike Uttley – Acting Member

Others Present: Bill Nemser – Town Planner; Kaitlin Young – Assistant Town Planner/Conservation Agent; Brandon Currier – Barlo Signs (Market Basket);

Called to Order at 7:00 p.m. by Greg Tuzzolo

Approval of Minutes

Bill Cranshaw pointed out that there was a reference in the submitted minutes to a “public meeting”, but it was in fact advertised as a public hearing and should be referred to as such. Bill Nemser stated that he would make the change.

Greg Tuzzolo made a motion to accept the Minutes from April 14, 2020 with the correction as noted. The motion was seconded by Chris Arsenault.

The Board voted 5-0 in favor of the motion.

Determination – Maynard Crossing (Market Basket)

Brandon Currier of Barlo Signs was in attendance representing Market Basket. He summarized the request for a modification to the approved signage for the Market Basket, which is currently under construction at Maynard Crossing. The approved plan was originally for three signs with a total of 250 square feet and no individual sign exceeding 150 square feet. The proposed modification is for two signs on the front of the building, removing the side and back elevations. One sign would display the word “Market” at 124.69 square feet, and the other sign would display the word “Basket” at 110.94 square feet. The height of the letter set would be five feet and the total square footage would be 235.63.

Chris Arsenault asked how the proposed signage compares to the size of a typical Market Basket sign. Brandon Currier stated that the proposed sign would be smaller than a typical Market Basket sign, which usually has a letter set between six and seven feet.

An attendee of the call submitted a question online asking if there would be any other signage on the building. Brandon Currier stated that there would not be any other signage on the building. Bill Nemser

explained that any additional signage requests would need to go to Town Meeting as it would be outside of the approved concept plans for 250 square feet total for Market Basket.

Greg Tuzzolo made a motion that the request constitutes a minor modification, which was seconded by Chris Arsenault.

The Board voted 4-0 in favor of the motion, with one recusal from Bill Cranshaw.

Update on Notice to Complete Improvements to Developer of Keene Ave Subdivision

Bill Nemser stated that the notice that was approved at the last meeting was sent to the developer, who called the day after receiving the letter. He came into Town Hall and paid all peer review funds. He also left a deposit to allow the Town to complete the inspections that are required for the pending work to be done by the developer. The developer understands that work that needs to be done and he is coordinating with DPW to complete the required work. The developer is scheduled to meet with DPW on site at the subdivision on Wednesday, April 29, 2020 to review the required work to be done.

Chris Arsenault asked what the next steps are. Bill Nemser stated that the developer has 45 days from receipt of the certified letter to complete the required work. It's up to the Board's discretion if they want to extend that time frame or not. The developer does not believe it will take 45 days to complete the work. If the developer does not complete the work within 45 days, the Board can determine that the bond should be released, which would require a vote from the Board of Selectmen. DPW will determine if the roads are up to the standards to be approved as a public road.

Chris Arsenault also asked for confirmation that the required trees will be planted. Bill Nemser stated that they will be. However, he pointed out that one resident of the subdivision has notified the Town that they do not want any trees planted on their property as they have already completed their own landscaping.

Town Planner Update

Bill Nemser stated that the Town Meeting has been moved to 1:00 p.m. Saturday, June 13, 2020. It's currently planned to take place indoors but might take place outdoors instead. Bill Nemser is unsure of the details since all plans are subject to change due to the coronavirus.

There is an item on the upcoming Warrant to change the verbiage in the By-laws from "Board of Selectmen" to "Select Board". The Board will discuss the change at the May 19, 2020 Planning Board meeting.

All the information for the 115 Main Street project has been received and reviewed by Town Engineer Wayne Amico. The information will be distributed to the Board on Wednesday, April 29, 2020.

Kaitlin Young provided an update on the 86-A Powder Mill Road (drive-thru coffee shop) application. She stated that the hearing for that application was continued to May 12, 2020. The applicant has not communicated with the Town and is currently delinquent on peer review funds. Kaitlin Young has not been able to reach the applicant, so she reached out to the applicant's engineer, Stamski & McNary. The engineer has been in touch with the applicant and is awaiting clarification on the ownership issue for the property.

The Board had a general discussion regarding future hearings and how they should take place under the current circumstances with the coronavirus shut-down. The current state of emergency is currently in effect until May 18, 2020. Kaitlin Young stated that the law states that, during the emergency, the Chair can continue meetings without a hearing or a quorum. The Board discussed the feasibility of re-opening hearings (online, in person, or a combination thereof) on May 19, 2020.

Jim Coleman made a motion to carry on the discussion of the Board's intention to re-open continued hearings on May 19, 2020. The motion was seconded by Greg Tuzzolo.

The Board voted 5-0 in favor of the motion.

Mike Uttley asked what the biggest hurdles are to holding the public hearings via Zoom or some other online means. Greg Tuzzolo stated that the Board needs to ensure that all Board members are provided with the applicable hearing documents (whether through email, printed format, or otherwise) prior to the hearing. Greg Tuzzolo also pointed out that any concerns from the public would need to be addressed as well.

Chris Arsenault reiterated his thoughts from the last meeting that it should be at the discretion of the applicant whether or not they want to hold a hearing under the current circumstances of the pandemic. He also stated that the Board should think long term with regard to the pandemic and how the Board will conduct business, as future quarantines are possible/likely. Kaitlin Young pointed out that some members of the public might not have the technology skills or tools required to participate in an online hearing and that legal counsel had mentioned the possibility of using public access television.

Greg Tuzzolo made a motion to adjourn, which was seconded by Jim Coleman.

The Board voted 5-0 in favor of the motion.

Adjourned at 8:04 p.m.