

**Planning Board Meeting Minutes**  
**Rowley, Massachusetts**  
September 5, 2012, 7:30 p.m.  
Town Hall Annex - 39 Central St., Rowley, MA

**Those present: Chairman Curt Bryant, Cliff Pierce, Jean Pietrillo, David Jaquith, Town Planner Katrina O'Leary.**

7:35 p.m.: Chairman Bryant calls the meeting to order.

1. Continued Public Hearing(s):

- a. 7:30 p.m. – Sprint Spectrum, Site Plan Review - Wireless Modification, 467 Haverhill Street (Site Plan Review)

The chairman explains that due to an outstanding certificate of compliance for Conservation Commission, the applicant has asked for the public hearing to be continued until mid October to give him a chance to hire a contractor to perform the necessary tasks needed to obtain a certificate of compliance from the Rowley Conservation Commission. **Pierce motions to continue the public hearing for Sprint Spectrum, 467 Haverhill Street, to October 24 at 7:30 p.m. All members vote in favor.**

2. Old Business

- a. Market Basket Landscaping update

Chairman Bryant explains that a representative from Market Basket has been asked to provide an update on landscaping improvements at the rear of the MarketBasket Plaza. Neighbors have asked for additional screening due to the amount of vegetation that had to be taken down for the new replacement leeching fields. Bryant introduced John Matthews who presents the board with a landscaping plan showing additional pine trees and a nine foot high fence between the rear of the store and the abutters on Cedarwood Lane. Matthews explains that it is expected that when the fence deteriorates to the point that it has to be taken down, the pine trees will have matured to the point that they provide an adequate buffer.

Abutter Claire Curran, 16 Cedarwood Lane, asks how thick the boards that make up the fence are. Matthews thinks that they are made of pine and are at least an inch thick. There will be a one inch space between the boards so that it doesn't act as a sail.

Jaquith suggests making it a more permanent fence.

Abutter Cliff Whicher, 12 Cedarwood Lane, prefers to see a more permanent sound barrier in place. Abutter Dick Curran, 16 Cedarwood Lane lets Matthews know that some of the pine trees have died and need to be replaced. He asks if the replacement trees could be taller than 6 feet. Matthews answers that the taller the tree when it is planted, the higher the risk of the tree not surviving.

Matthews lets the board know that “no trespassing” signs have been put in place to stop the ATV activity behind the store.

Chairman Bryant directs Matthews to communicate with the new Town Planner, Katrina O’Leary, when the plans are finalized. O’Leary will let the neighbors know of any new developments.

General discussion takes place on trucks arriving at the back of the store before the posted times (there are actually two conflicting signs announcing different times: 7am and 7:30 am). Bryant asks Matthews to go back to Market Basket operations and make a concerted effort to have trucks adhere to the posted time of 7am.

Matthews agree to have the plans amended to show a more permanent fence and the replacement trees. He will report back to the board when the plans are ready.

- b. 300 Newburyport Turnpike, Jells Group LLC: Request to review/approve prior Site Plan Review Decision conditions for new tenants

Chairman Bryant explains that the applicant has contacted the Planning Office to let them know he needs more time to address the list of outstanding items given to him by the board at their last meeting.

- c. Hawkesworth Estates – Clarke Associates: Extension of Surety

Chairman Bryant explains that they have received a one year extension request from the owners of Hawkesworth Estates. The new agreement will expire on May 31, 2012. **Pierce motions to approve the request for a one year extension of the surety held for Hawkesworth Estates Subdivision and to sign the new agreement. All members vote in favor.**

3. NewBusiness:

- a. Reduction of Cash Bond for The Meeting House Village Subdivision; Said and Jihad Abuzahra

Chairman Brant explains that at the board’s last meeting, members signed an agreement between themselves, The Savings Bank (of Wakefield), and the Abuzahras in the amount of: \$200,000 line of credit and \$60,014 Cash bond. Accordingly, the Abuzahras would now like the board to reduce the \$60,014 cash bond held by the Stoneham Savings Bank because the new agreement replaces this bond. **Pierce motions to reduce the \$60,014 cash bond held by The Stoneham Savings bank to \$0. All members vote in favor.** Members sign the letter granting the bond reduction.

4. Correspondence

5. Approval of Minutes

- a. March 14, 2012 Minutes: Pierce motions to accept the minutes as revised on pages 2 and 3. All members vote in favor

- b. March 28, 2012 Minutes: **Pierce motions to accept the minutes as revised on pages 2 and 3. All members vote in favor.**
- c. April 25, 2012 Minutes: **Pierce motions to accept the minutes as revised on pages 5 and 6. All members vote in favor.**
- d. August 22, 2012 Minutes: **Pierce motions to accept the minutes as revised on pages 2 and 3. All members vote in favor.**

6. Planning Office

- a. Bills Payable
- b. Office Procedures
  - i. Authorize 2<sup>nd</sup> Member to sign expense/payroll

Chairman Bryant explains that the board has been advised to authorize a person to sign payroll and expenses in the chairman's absence. **Pierce motions to authorize David Jaquith to sign payroll and expenses for the Planning Board in the chairman's absence or incapacitation. All members vote in favor.**

- ii. Wireless Phone compensation for Town Planner

Town Planner Katrina O'Leary asks the board to consider allowing her a monthly allowance for use of her wireless cell phone for business purposes. Debbie Eagan has told her that this is an allowable expense and the Town's policy allows for between \$25 and \$50 for this expense. The chairman suggests starting with \$25 and directs O'Leary to keep track of her phone usage for public purposes so that they can revisit the topic if \$25 does not seem like an accurate amount. Pierce motions to authorize the Town Planner to request \$25, on a monthly basis, for wireless phone compensation. Jaquith seconds the motion. All members vote in favor.

7. Adjournment

**Pierce motions to adjourn the meeting. All members are in favor. The meeting is adjourned at 8:30 p.m.**

Documents provided at the meeting and available in the PB office:

- Landscaping plans and photos for the rear of Market Basket Plaza
- Minutes of 3/14, 3/28, 4/25, and 8/22.

Minutes accepted at the September 19, 2012 meeting.