



Town of Georgetown

MINUTES

Committee: Planning Board
Date: June 28, 2023
Time: 7:00 pm.
Location: Virtual Meeting via Zoom

Members present: Harry LaCortiglia, Bruce Fried, Bob Watts, Joanne Laut, George Comiskey.
Staff present: Town Planner, John Cashell, Administrative Assistant, Andrea Thibault.

Minutes transcribed by A. Thibault. Note: Video recordings of all Georgetown Planning Board meetings may be found at www.georgetownma.gov and by choosing the Community TV option.

The Meeting was called to order at 7:00pm by Harry LaCortiglia.

Vouchers:

J. Laut: I move to approve the vouchers for BMO/Zoom for June 2023 in the amount of \$15.99; as cited in our packets and on this meeting's agenda.

B. Fried: Second.
Motion carries 5-0; via roll call vote.

Planning Office:

1. Release of Covenant for Right of Way for Reynard Lane.

J. Cashell: I know all Board members will remember this. The release of the right of way that is shown on the subdivision plan. It is not a house lot; it is a right of way at the end of the cul-de-sac. The Board voted to release this in 2021 to be conveyed to one of the abutters. Their attorney found that it needed additional action by the Planning Board to correct a problem on the first conveyance of the property. So, the paperwork will be presented for signatures, and it is basically the same as what was previously done. But the language will properly reference the plan of record.

H. LaCortiglia: It is not Lot 11A, it is Map 11A.

G. Comiskey: It is only 2,700square feet, it almost looks like a lot but it is only .07 acres MIMAP is not to scale.

H. LaCortiglia: Yes, .0712 acre. It does look deceptive when you look at it, but it is not a full lot and all the lots around it are ½ acre lots.

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48
49 B. Fried: I move to release from the terms of the covenant of the Definitive Subdivision Plan
50 at Fox Hollow in Georgetown, MA. Lot 178-N Rear Renyard Lane.

51 B. Watts: Second.

52 Motion carries 5-0; via roll call vote.
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56 **2. Update of Little's Hill Survey Work**
57

58 J. Cashell: Larry asked me if the Board would indulge with him a little longer. If you would like to
59 stay with him, he would like to go in before the winter starts and finish this work.
60

61 *{Town Planner and Planning Board discusses; agree to give it one more chance for the fall.}*
62
63
64

65 **3. Accept the As-Built and Reduce the Surety on Barry Way OSRD.**
66
67

68 Rich Williams, Williams and Sparagus representing the developer: He is hoping to get his bond
69 released. We submitted the as-builts and Dave Varga is satisfied. The road is constructed in
70 accordance with the plan and the bond can be released.
71

72 J. Cashell: Dave has indicated that he is satisfied. This is a private roadway in the hands of the HOA
73 that has been properly established with all the legal documents. It is a 3-lot subdivision. The open
74 space, sizable portion of 5-acres is the hands of the Conservation Commission. The one issue was 4
75 trees on the south side.
76

77 R. Williams: They were proposed to be installed at the edge of the work, but they did not go near
78 there with the tree clearing. So, those trees are in the woods. There are 18" inch trees next to them,
79 this is 75-100 feet into the woods. They would be in the understory of big trees.
80

81 H. LaCortiglia: So, you would have to cut down some forest to plant four new trees? You are looking
82 for the Board to accept the change. The proposal is to plant arborvitae all along. I have been there,
83 and drove through there. It looks good. This is a private way that will never be accepted by the town.
84

85 R. Williams: The arborvitae is installed.
86

87 B. Watts: I move to accept the as-built plan for Barry Way, entitled: As-Built Plan Barry Way,
88 Georgetown, MA, prepared by William and Sparagus, Inc., dated 24 January 2023 and last
89 revised 21 June 2023, and for the Board to endorse the Subdivision Release form, certifying
90 that the Barry Way 3-lot OSRD subdivision is completed in its entirety.

91 J. Laut: Second.
92

93 Motion carries 5-0; via roll call vote.
94

95
96 G. Comiskey: Was this filed as an OSRD?
97

98 R. Williams: It was a regular subdivision. In order to be good neighbors, we gave away the back 5-
99 acres. The gift of land was part of the subdivision process.
100

101 *{The Town Planner was asked to provide the wording for a motion for the Planning Board.}*
102

103 J. Cashell: I move that the surety held by the town in the form of a letter of credit in the
104 amount of \$44,000.00 and some change, be released in its entirety for this subdivision known
105 as Barry Way.
106

107 G. Comiskey: So moved.

108 J. Laut: Second.

109 Motion carries 5-0; via roll call vote.
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111

112 **4. Review Status of the Open Space Deed for Parish Commons.**
113

114 J. Cashell: The copy of the deed in the staff report has been reviewed and edited by Jon Eichman. He
115 is still doing some title work associated with this. He is preparing his report for the Board of
116 Selectmen. Town Counsel has recommended that the open space deed is accepted via the Board of
117 Selectmen and the Conservation Commission approval process.
118

119 G. Comiskey: I notice a mistake in the reference to the recorded plan. I plugged in the plan on
120 Registry and another document came up. Town Counsel can cross it out and hand write the right
121 book, if they wish, rather than re-write the whole deed.
122

123 J. Cashell: There is one digit off. It references the wrong book. In all likelihood it will be changed to
124 reflect the correct number.
125

126 J. Colantoni: I have already told attorney Sears about it. I am sure it will be taken care of.
127

128 H. LaCortiglia: It might be a good idea to send a quick email to the Board of Selectmen before they
129 sign the deed.
130
131

132 **5. Initiate review and updating of S353-7. Schedule of project review fees.**
133

134 H. LaCortiglia: Every year in July, we are responsible for reviewing our fees. John, in your opinion,
135 what do we need to change?
136

137 J. Cashell: The fees have not changed in quite a while, so if we wanted to get into an inflation index
138 adjustment, we could do that. Every dollar counts when you are trying to produce revenue. I could
139 suggest a 10% increase to reflect the inflation factor.
140

141 B. Watts: Do we know when these fees were last updated?
142

143 J. Cashell: It appears 2013 or 2014.

144
145 H. LaCortiglia: We would need a regulatory hearing to make any changes to this. I would like
146 to hear a motion for John to post a public hearing for regulatory review of the fees.

147
148 B. Fried: So moved.
149 Motion carries 5-0; via roll call.

150
151 G. Comiskey: How will you go about this? Will you look at comparable towns?

152
153 J. Cashell: Yes. We could organize an ad hoc committee and review a few communities. You do want
154 to be precise relative to what our contemporary communities are collecting. I will do at least 3
155 communities nearby.

156
157 B. Watts: Would the change to the fee schedule have to go to Town Meeting?

158
159 H. LaCortiglia: No. because it is a regulation not a bylaw.

160
161
162
163 **6. MVPC 2024 LTA hours for Master Plan/OSRD Mapping update.**

164
165 H. LaCortiglia: Our master plan has been expired for a few years now. The town's open space plan
166 expired in January. So, we are not eligible for any state grants currently. These are long initiatives and
167 need to get started.

168
169 I would like to contact the Select Board and the Conservation Commission to see if they would like to
170 get behind creating these plans.

171
172 As far as the mapping issue, I have spoken to the GIS head at MVPC regarding the mapping. We
173 have local technical assistance hours that we could use for this project.

174
175 *{Planning Board and Town Planner discuss how to best use the MVPC LTA hours for this project, and how to get*
176 *started. Agree to begin with 20 LTA hours.}*

177
178
179 G. Comiskey: I think we should reach out and get the Selectman on Board before we determine hours.
180 The time is right now for these projects, it is time to start planning. I think we should make sure that
181 town leaders are on board.

182
183 J. Cashell: We may have FY2023 funds available at the end of this fiscal year to help pay for this.

184
185 G. Comiskey: I move that Harry contact the Chair of the Select Board to see if they would
186 support producing an updated Master Plan and Open Space Recreation Plan.

187 B. Fried: Second.
188 Motion carries 5-0; via roll call vote.

190 J. Laut: Motion for John to authorize to sign an LTA form for 20 hours for the mapping
191 programs, details to be determined regarding which maps with communication with Steve
192 Lopez.

193 B. Watts: Second.

194 Motion carries 5-0; via roll call vote.
195

196 G. Comiskey: I did notice that there was a registered deed for Old Cart Way. The Court had ordered
197 that be added to the Town Map. I was wondering how often do we update the official town map?
198 That brings in all the new subdivisions. Is it a good idea to renew that too? Any new map will have to
199 be accepted at Town Meeting.
200

201 J. Cashell: To maintain town maps and bring them up to date is a requirement. I still want to nail
202 down the official town map. The statutory requirements call for in the field surveys of all the town's
203 rights of way. I do not know if that was ever accomplished. There are very few towns who have a
204 statutorily bound official town map because it would be so costly, a monumental task. Every right of
205 way would need to be surveyed. The town has not officially amended the map since 2011.
206

207 *{Planning Board and Town Planner discuss updating town map process.}*
208

209 The Select Board is still working on some particulars regarding Old Cart Way. In all likelihood, there
210 will be a fall town meeting this year.
211

212 B. Fried: Motion to adjourn.

213 B. Watts: Second.

214 Motion carries 5-0; via roll call vote.
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218 Meeting adjourned at 7:55 pm.