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EWB Minutes  
APPROVED  
March 7, 2022

# Town of Northborough

## Office of the Town Engineer

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### **Earthwork Board Remote Meeting Minutes January 31, 2022 6:00 p.m.**

**Members/Staff Remote:** Janet Sandstrom (Chair), Tom Beals, Chris Deacetis, Tony Pini, Ronald Doucett, Fred Litchfield (Town Engineer)

**Members Absent:** None

**Attendees Remote:** Tim Shay, Nick Muskopf, Craig Callahan, Vito Colonna (Connorstone Engineering), Brandon Barry (Bohler Engineering)

Mr. Litchfield opened the remote meeting at 6:20 p.m. and the announcement that the open meeting of the Northborough Earthwork Board is being conducted remotely consistent with Governor Baker's Executive Order of June 16, 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency. All members of the Earthwork Board are allowed and encouraged to participate remotely. This Order allows the Earthwork Board to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along the deliberations of the meeting. The public is encouraged to follow along using the posted agenda unless the Chair notes otherwise. Members of the public who wish to view the live stream of this meeting can do so by going to Northborough remote meetings on YouTube via the link listed on the agenda. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment. The process was explained.

Member & Staff Roll Call: Tom Beals, Tony Pini, Ronald Doucett, Chris Deacetis, Janet Sandstrom, Fred Litchfield (Town Engineer)

#### **Public Hearing(s)**

Renewal Permit:  
86-88 Main Street, LLC  
50 Southwest Cutoff  
Map 82, Parcel 1  
Map 95, Parcels 11 & 12

Tim Shay and Nick Muskopf were in attendance. Mr. Shay felt the project is approximately 90% completed. The base coat is down, the berm and septic are in (grass was growing before the snowfall), drainage is done, progress drawings have been submitted. Mr. Muskopf said all that remains to do in the spring is to spread loam, landscape, put down the topcoat, and submit final as-built plans. Mr. Litchfield commented that the

project is in good shape and progressing nicely. They are requesting a bond reduction from \$14,000 to \$5,000 to cover the as-built drawings and the final landscaping. Mr. Beals made a motion to renew the Earthwork Permit for 86-88 Main Street, LLC, 200 Southwest Cutoff, with the current conditions and to reduce the bond to \$5,000; Mr. Doucett seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

Renewal Permit:

Clark Woods  
Off Washburn Street  
Map 37, Parcels 93 & 94

Craig Callahan was in attendance. The renewal permit for a five-lot subdivision (two homes are existing). A roadway was constructed generating three new lots. One lot is occupied by Mr. Callahan; the remaining two lots are in process with expected occupancy in the spring. The roadway has a binder coat and the granite curbing was installed. He would like to renew the permit until the area has been settled and the requirements are met. Mr. Beals made a motion to renew the permit for Clark Woods, Off Washburn Street, with the current bond amount; Mr. Doucett seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

Renewal Permit:

Madelyn Properties  
180 Bearfoot Road  
Map 28, Parcel 42

Vito Colonna (Connorstone Engineering) was in attendance. The renewal permit is for a contractor's storage yard, which is near completion. The yard is there, the driveway is in, it was seeded last fall (grass was growing). Mr. Litchfield visited the site last fall with Andy Curtis; it was close to the original plan but not entirely what was proposed; some of the areas were modified. The plan that Mr. Colonna submitted was the same plan that was originally submitted. Mr. Litchfield would like to work with Mr. Colonna and Mr. Curtis in the spring to prepare a final plan for how the site will be left when completed. It is a working yard for Mr. Curtis to store materials and supplies; it wasn't known where everything would eventually be. Mr. Litchfield said the drainage is not causing any erosion; he has not received any complaints for this site. Mr. Doucett asked what kind of materials will be stored and was told mostly earthwork and pipe materials. Mr. Pini made a motion to renew the permit for Madelyn Properties, 180 Bearfoot Road, with the current bond amount; Mr. Beals seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

Renewal Permit:

Crandall Hicks  
41 Lyman Street  
Map 66, Parcel 14

Brandon Barry (Bohler Engineering) was in attendance. This was originally before the board in 2019. There were delays, but construction is now proceeding per the plans. Mr. Litchfield said construction is going smoothly. The detention basin was built first which allowed for stabilization immediately. They worked very closely with our Conservation Agent who was impressed with the way it was being constructed. An oversized crane is being brought in to build the building. They may be finished before the permit expires. Mr. Beals made a motion to renew the permit for Crandall Hicks, 41 Lyman Street, with the current bond amount; Mr. Doucett seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

**Bond Release/Reduction Discussions:**

Green Acres Landscape & Construction (400 Cedar Hill Street) Permit #2021-2 – Mr. Litchfield commented that the site is very well developed; it is complete. The contractor did an exceptional job stabilizing the site and worked well with our Conservation Agent. Mr. Litchfield does have the as-built plans but has not yet reviewed them completely due to extra duties he has taken on with the recent retirement of the Town Planner and the Conservation Agent leaving for another job. He has seen the work progress and is comfortable with the drawings and the information that has been submitted. Mr. Beals made a motion to release the bond for Green Acres Landscape & Construction, 400 Cedar Hill Street, contingent upon final approval of the as-built plans; Mr. Doucett seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

Scheduling meetings has been challenging lately because our host, Jim DiGiulio, has been attending night classes. Until Mr. DiGiulio's semester ends for the summer, Mr. Litchfield suggested meeting on the first Monday of the month for March, April, May, and June; members agreed; the next meeting was scheduled for March 7<sup>th</sup>.

Review Meeting Minutes of August 25, 2021 – Mr. Beals made a motion to approve the Meeting Minutes of August 25, 2021; Mr. Doucett seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

Mr. Litchfield commented that the Conservation Commission had given Mia McDonald the authority to sign approvals on their behalf. He will look into that further to see if it can be done for this board.

Having no further business to discuss, Mr. Doucett made a motion to adjourn; Mr. Beals seconded; roll call vote: Beals-yes; Doucett-yes; Deacetis-yes; Pini-yes; Sandstrom-yes; motion approved.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Melanie Rich  
Board Secretary