

WEYMOUTH PLANNING BOARD
McCulloch Building, Mary McElroy Meeting Room
Wednesday, November 12, 2014
Record of Minutes and Proceedings

PRESENT: Walter Flynn, Chairman
Sandra Williams, Vice Chairman
B.D. Nayak
Mary Akoury, Clerk

NOT PRESENT: Dave Chandler

ALSO PRESENT: James Clarke, Director of Planning & Community Development
Abby McCabe, Principal Planner

Chairman Flynn called the November 12, 2014 meeting of the Planning Board to order at 7:00 PM.

CAPITAL IMPROVEMENT PLAN PROJECT REQUESTS

Michael Gallagher, Director of Administration and Community Services, was present to review the capital requests.

In Process Items:

Town Wide Phone System (#19) - This project was finished in August 2014; DPW was last building done. Project came in under cost approximately \$350,000. The Town now has the same telephone system in every building in town with 5-digit dialing. Mr. Gallagher stated he is happy and proud of this projects' completion. Project cost, approximately \$350,000, which reduced the total yearly costs to the town by \$15,000 per year.

Council Chamber Improvements (new curtains, blinds, refinish floors, interior paint, replace sound system) - Mr. Gallagher reviewed the Memorandum from Town Council President Patrick O'Connor to Mayor Kay listing Capital Improvement Needs of Town Council dated November 6, 2014. He noted that not all items are necessarily capital projects. Items such as the painting and new flooring should be an operational budget expense but the curtain and blind replacement would be capital. Mr. Gallagher is currently working on the list of items in the memo; the microphone system is something he is trying to work with WETC to help supply.

Proposed Buildings & Grounds

McCulloch Building (new roof, air conditioning, gym floor) (#1 & #2) - A new roof, central air and new gym floor are all needed. The gym floor is a concern as seniors take exercise classes in this room and could possibly trip and fall the floor is in that poor of a condition; however, the floor shouldn't be fixed before the roof. This is a well used building and these two items are a hot topic for this building to be fixed.

Implement Virtual Desktop (#10) - Would like to go with virtual desktop, purchase software (sneaker.net) support costs and upgrades reduced significantly with this plan for a server storage environment. This would reduce software and support costs. He recommends a pilot program with libraries.

Refresh Printers (#11) - Would like to look at high-end departmental printing instead of desktop printing. Looking to pair down individual printers and get more departmental printers.

Library IT infrastructure upgrade (#12) - Like to move this expense up to FY16 or FY17 from where it was previously in FY19.

Police / Fire Dispatch System Software (#13) - IMC Dispatch System is not providing Police with what they need. There are issues with the software; it is not as robust or forgiving as would like it to be. Police Department is actively looking to replace software. Police have purchased iPads, IMC software doesn't work with iPads.

Ms. Williams asked if a regional dispatch has been discussed. Mr. Gallagher stated Police and Fire use the same system currently, but regionally dispatching with other communities is not easy.

Wireless Field Table & Inspectional Software (#9) - Field Tablets need database, software and tablets for the health department inspectors.

Vehicles:

Elder Services Vans (#1 & #2) - Elder Services Vans; both replacement vehicles in FY16 and FY17 for fleet replacement.

Emergency Management / Civil Defense (#3 & #4) - Emergency Management and Civil Defense department request. Mr. Gallagher informed the Board that the town recently purchased the extended cab with a plow requested in #4 and should be changed to a \$45,000 request for one four wheel drive truck.

Planning Department

James Clarke, Director of Planning and Community Development, reviewed the capital projects for the department.

In Process Projects:

Back River Trail (#2) – This project is still on hold hopes to meet with the state in 2015.

Kibby Property & Abigail Adams Connection (#3) – The town hired a landscape design firm; DCR is working with the Town. Meeting with North Weymouth Civic Association and Salt Water Creek people to go over the plans. He is hoping in the spring all connections will have been made.

Legion Field (#4) - Legion Field construction will continue through November and into December. Building will be built in winter. Grand opening expected to be in March/April 2015.

Lovell Playground (#7) - The 75% design plans have been completed by the consultant but construction on hold due to funding.

Park Improvements (#24) - Mr. Clarke informed the Board that \$150,000 work was done at Stella Tirrell Park; Weston Park big slide back up; Great Hill repair work on a handicap accessible picnic area, accessible parking spaces and benches; Great Esker new gate; Ralph Talbot Amphitheater minor work on plaques and electrical room; Brad Hawes Park took trees down to open up the view and fixed basketball courts, fixed street hockey area, created walkway, new play structure and signage and lighting at this park.

Ms. Akoury asked who will maintain and monitor the park. Mr. Clarke stated one way is to educate the public to contact Police if they see something and another way is to keep something up, the Town cannot say it can solve the problem but it can try.

Proposed Building & Grounds:

Libbey Parkway and Middle St. Traffic Signal (#17) - Waiting to hear from State regarding funding.

Columbian Square Street Improvement and Traffic Signal (#18) - Part of mitigation as part of South Field.

Pedestrian Signal at Board and Washington Streets (#19) - Central Transportation Planning Staff is evaluating.

Back River Trail Landfill Extension (#20) - Waiting for Federal approval.

Emery Estate (#21) - Plans on hold until management is decided.

Pleasant Street Libbey Parkway Traffic Signal (#22) - Part of mitigation from Lexham.

East Weymouth Woolen Mill Park (#23) - On hold, MBTA required to perform cleanup work.

Town Traffic Signals Upgrades (#24) - Working on East & Green Streets.

Great Esker Tidal Marsh Restoration (#25) - Completed

Weymouth Landing Daylight Smelt Run (#27) - Some action with Mr. Delegas, expects they will be in for permitting over the winter months. Ms. Akoury asked if both sides are talking with regards to designs. Mr. Clarke stated yes.

Storm Water Improvements at Herring Run (#28) - Conservation is working with DPW and State.

Whitman's Pond – Hydro Rake, Harvester, and Dredging for South Cove (#29) - Purchase of Hydro-rake/Harvester is on hold.

Various Park Improvements (#51) - In spring maybe do work at O'Sullivan Playground.

Sundin Road, Klasson Lane, Ericson Road Improvements (#67) - Repaving Sundin, Klasson and Ericson road improvements needed on these private roads so they can be accepted as private streets.

REVIEW UPCOMING ITEMS

Ms. McCabe and Mr. Clarke informed the Board that the owner of Dunkin Donuts wants to purchase whole plaza and put in a drive thru. A restaurant with a drive-through is not permitted in that zoning district. Therefore, the owner submitted a zoning amendment request to Town Council. The Town Council will need to refer the amendment to the Planning Board and the Planning Board will hold a public hearing.

Ms. McCabe stated that the zoning amendment letter was provided to the Board in their meeting packets. The proposed zoning amendment is to allow a restaurant, except that no drive-through window is allowed unless the restaurant has less than 20 seats.

COMMUNITY DEVELOPMENT BLOCK GRANT FIVE YEAR CONSOLIDATED PLAN-RESIDENT NEEDS SURVEY

Mr. Clarke stated this is the first year of the 5 year plan; every year after there is an annual action plan submitted to HUD. The Town is looking for input; staff asks all members to complete the Resident Needs Survey and return to the Planning Department.

2015 MEETING SCHEDULE

Ms. McCabe distributed and reviewed a draft Planning Board 2015 Meeting Schedule as follows:

January 6, 2015, February 3, 2015, February 24, 2015, March 17, 2015, April 7, 2015, April 28, 2015, May 19, 2015, June 23, 2015, July 21, 2015, August 18, 2015, September 22, 2015, October 13, 2015, October 27, 2015 (CIP), November 9, 2015 (CIP), November 17, 2015 (CIP) December 8, 2015 (CIP).

It was noted that not all meetings may be necessary and could be cancelled and or rescheduled depending on current items before the Board but this schedule is generally once a month during the spring and summer and 3 weeks apart during the CIP time frame.

MASS IN MOTION ZONING ACTION PLAN DEVELOPMENT PROGRAM

Staff asked for a letter of support from the Planning Board on a grant the department is applying for related to a zoning review for healthy living for Mass in Motion communities. Staff has prepared a letter of support from the Board for their review.

Ms. Akoury made a MOTION to SUPPORT the grant APPLICATION with a letter of support as amended by updated the board members and remove the word "to". Ms. Williams SECONDED The MOTION. It was UNANIMOUSLY VOTED.

MASTER PLAN WORK SESSION

Ms. McCabe reviewed the Formal Process (handout). Ms. McCabe stated that a Master Plan is not required to be updated by state laws while other states require updates with specific deadlines. According to Mass General Laws, the Planning Board is the only Board that has to adopt the Master Plan but often other boards, committees, and the council will weigh in, support and also vote on. If Planning Board puts together a review and assessment it will help with the update. It was suggested to create a Master Planning Steering Committee to oversee the update when Weymouth moves forward with an update.

NEXT MEETING

The next meeting of the Planning Board will be held on November 18, 2014 at 7:00 pm.

ADJOURNMENT

At 8:50 PM, there being no further business, a MOTION was made by Ms. Williams to ADJOURN and was SECONDED by Ms. Akoury. It was UNANIMOUSLY VOTED.

Respectfully submitted,

Christine Malloy
Recording Secretary

Approved by:



Chairman, Walter Flynn

Dated:


