

**TOWN OF WEYMOUTH
PLANNING BOARD
MINUTES**

There was a Planning Board meeting held on November 30, 1998 at 7:30 P.M. at the Town Hall.

Members present: Paul Hurley, Chairman
Susan Abbott, Vice-Chairman
Mary S. McElroy, Clerk
Paul M. Dillon
Patrick Leary
Paul F. Lynch, Sr.
Mary Sue Ryan

Staff present: James Clarke, Director of Planning & Community Development
Roderick M. Fuqua, Principal Planner

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WEYMOUTH, MASS.

The meeting was called to order at 7:30 P.M. by Chairman Hurley.

1. Minutes – 10/6/97, 10/20/97, 2/25/98, 3/3/98, 3/23/98, 7/13/98, 8/31/98, 9/14/98, 9/28/98, 10/20/98

Upon motion made by Mrs. McElroy and seconded by Mr. Lynch, it was:

UNANIMOUSLY VOTED: to approve the Minutes of October 6, 1997, October 20, 1997, February 25, 1998, March 3, 1998, March 23, 1998, July 13, 1998, August 31, 1998, September 14, 1998, September 28, 1998, and October 20, 1998.

2. Form A Plan

- a. Pleasant Street – Sheet 42, Block 498, Lot 6

The Form A Plan is an adjustment of lot lines and does not create any new lots.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to endorse the Form A Plan for Pleasant Street – Sheet 42, Block 498, Lot 6.

- b. Ralph Talbot Street/Overlook Road

The Form A Plan is subdividing one lot into two lots both having 25,000 square feet or more.

Upon motion made by Mrs. McElroy and seconded by Mr. Lynch, it was:

UNANIMOUSLY VOTED: to endorse the Form A Plan for Ralph Talbot Street/Overlook Road.

3. Subdivision Bond Reductions

a. Plymouth Road – reduce bond

Mr. Fuqua stated that currently there is a bond of \$66,750 for Plymouth Road. He reviewed the work that has been done, and stated that a bond of \$5,300 is needed for the remaining work to be done. A total of \$61,450 may be released.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to release \$61,450 from the \$66,750, leaving a bond amount of \$5,300 for Plymouth Road.

b. Orleans Road – release bond

Mr. Fuqua stated that the work has been completed on Orleans Road and the full bond amount of \$12,725 may be released.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to release the bond of \$12,725 for Orleans Road.

c. Lightwood and Bantry – reduce bond

Mr. Fuqua stated that currently there is a bond of \$71,800 for Lightwood/Bantry and \$64,450 is needed to complete the remaining work, thereby reducing the bond to \$7,350.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to reduce the bond for Lightwood and Bantry to \$64,450, releasing \$7,350.

d. Lucas Circle – reduce bond

Mr. Fuqua stated that currently there is a bond of \$25,800 for Lucas Circle, and based on the amount of work completed \$18,700 is needed, therefore \$7,100 may be released.

Mr. Fuqua updated the Board on Lucas Circle regarding a field change he discussed with the Chairman. In lieu of a grass strip next to the sidewalk,

Mr. Dignan will be installing additional landscaping at the entrance.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to release \$7,100 from the \$25,800 bond leaving a bond of \$18,700 for Lucas Circle.

- e. Heather Estates – release remaining bond

Mr. Fuqua stated that there was an agreement between the Board, Heather Estates Homeowners Association, and the bank regarding the work to be done in Heather Estates. The agreement turned over funds remaining in the bond once the required work was completed in the subdivision. The work has been completed and there is one final invoice for \$1,710 to be processed. There will be approximately \$650 remaining in the bond that may be released to the Homeowners Association. He would like a vote of the Board authorizing anything over \$7,500 to be released to the Bill Moore, President of the Homeowners Association.

Mr. Bill Moore, President of the Homeowners Association, was present and thanked the Board for their help and support in completing the work in Heather Estates. He explained to the Board that with the money from the bond the Homeowners Association has been able to install landscaping and make improvements to the grounds.

Mr. Clarke thanked Mr. Moore and the Homeowners Association for their patience in resolving issues at Heather Estates. He stated that he is glad to hear that everything has worked out and that the subdivision is completed.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to return the balance of the bond, approximately \$650 to the Homeowners Association.

- 4. Public Hearing – 7:45 P.M. (cont.)
 - Petr: Weymouth Redevelopment Authority
 - Locus: Woodside Path
 - Sheet 34, Block 358
 - Zoning: R-1

Definitive subdivision plan

Upon motion made by Mr. Lynch and seconded by Mr. Leary, it was:

UNANIMOUSLY VOTED: to continue the public hearing at 7:45 P.M.

Mrs. McElroy read a letter from the Redevelopment Authority requesting that they be allowed to withdraw their definitive subdivision plan without prejudice.

Upon motion made by Mrs. McElroy and seconded by Mr. Lynch, it was:

UNANIMOUSLY VOTED: to close the public hearing at 7:50 P.M.

Upon motion made by Mr. Leary and seconded by Mrs. McElroy, it was:

UNANIMOUSLY VOTED: to allow the applicant to withdraw the definitive subdivision plan for Woodside Path without prejudice.

5. South Shore Tri-Town Development Corporation
- Memorandum of Agreement for Services

Mr. Clarke stated that the Board received a copy of the Memorandum of Agreement. The MOA has been reviewed by Paul Hurley and a couple of members of the South Shore Tri-Town Development Corporation. It then went to the full SSTTDC and they made a couple of changes to the agreement. The SSTTDC wanted the MOA on a month to month basis and for it to be retroactive back to November instead of starting in December. The money represents 25% of his and Michael Milanoski's salary. The MOA is written so that the money is a gift and can be used for planning projects.

Upon motion made by Mrs. McElroy and seconded by Mr. Leary, it was:

UNANIMOUSLY VOTED: to accept and to authorize the Chairman to sign the Memorandum of Agreement for Services.

6. Review of Special Town Meeting actions

Budget Implications

Mr. Clarke stated that at the November 16th Town Meeting there were some adjustments made to non-union salaries that has brought to the forefront a concern that the staff has had for some time. He passed out two memos - one from Elizabeth Neil and one from John Parnaby. Under the regulations of the Community Development Block Grant there are a couple of specific prohibitions on the use of money. One is that only up to 15% of the funds can be used for public services. The other issue is that only 20% of the funds may be used for administration. With a couple of salary adjustments voted by Town Meeting we are coming close to the 20%. He would like to review where we are now and to discuss with the Board a couple of suggestions for short and long term that he would like to discuss this evening. Mr. Clarke stated that two of the positions (Community Development Planner and Housing Planner) reclassified at Town

Meeting were fairly low on the scale. Their salaries went up fairly significantly compared to others in the office. Because of that we needed to come up with additional funds to pay those positions. The other area where we use money to funds salaries is the HOME program. We have been putting 10% away for administration. In John's memo, the Board can see that the cost there amounts to an additional \$8,826 that we need to put forward. We will not be changing the Block Grant funds that's funded under Housing Services, and it's approximately \$85,000. What they are recommending is using the administration funds to cover the \$8,826 for FY 99. The HOME program is not under the purview of the Planning Board, but he wanted to make the Board aware of what's going on. He will write a letter to the Board of Selectmen because it is under the Selectmen's review.

Mr. Clarke stated that on the Community Development Block Grant there are a couple of issues that Elizabeth noted in her memo to the Board. One is that there is a need to make up an \$11,284.99 deficit that would occur in the salary account because of the changes in the reclassifications, and also we pay the retirement, insurance, etc. which amounts to a little over \$900. What we recommend for this fiscal year is that we reduce the Planning and Contingency Accounts by equal amounts to cover that.

Mr. Clarke stated that one of the issues that still needs to be addressed is that the Board of Selectmen didn't do anything with the ADA Coordinator's position when the study was underway or the changes put through. Elizabeth has talked to Pam Nolan to try to find out what they intend to do. He feels it's not fair to leave this position adrift.

Mr. Clarke stated that we can handle this fiscal year by making a couple of adjustments. Getting into the long term implications, we are coming up against the 20% cap, particularly if we are required to pay for the ADA Coordinator, and if we continue to pay benefits. Mr. Clarke stated that there are a couple of ways to approach the situation. One is to ask the Selectmen to look at the ADA Coordinator's position or to fund it full time through their budget. Another issue that he would like to explore with the Town Accountant is whether we can look at the benefits package again to see whether those can be funded through the town. There is a third option he would like to discuss with the Board. These positions, particularly the C.D. Coordinator and Housing Coordinator, have been funded through CDBG for twenty-five years. CDBG positions have always been held in limbo, and he thinks that twenty-five years is a long time to leave positions in limbo. There are two things he thinks we should do. One is regardless of how the positions are funded, they should be part of the non-union compensation plan, as opposed to being appended to it. This time when the study was done, he requested that the four CDBG positions be reviewed. Although they were not interviewed, they were reviewed, and they were given recommendations, but if you look through the warrant, you won't find recommendations for those positions. In his opinion, those positions should

have been included, but maybe with a note that the funding source is CDBG. The Personnel Board is the board that deals with all non-union personnel, and he feels the CDBG positions should come under that. He would like to talk to the new Human Resource Director and discuss this with him. On a second level, Mr. Clarke stated that he thinks that the Planning Board should seriously think about requesting Town Meeting to fund the Housing Coordinator's position and the Community Development Coordinator's position in the upcoming budget. He would like to have these positions go through the process to see how Appropriations Committee feels. He feels that the time has come to do that. Some could argue that if we didn't have the Block Grant, we wouldn't need the positions, but we have had CDBG for twenty-five years. If we lost CDBG, then the Planning Board and the town could look whether the positions are required. It might be required for a year or two to wrap up existing programs. Under the housing area, we are involved in not only the loan program, but the HOME first time homebuyer program, Housing Counseling program, Get the Lead Out program, etc. We provide an array of services. He feels that at least at a level of review we should pursue those two positions. What it would also do if those positions were picked up by the town, it would give us additional funds we could allocate for projects. We would probably drop down to about 12% for administration.

Mrs. McElroy stated that if those positions were included with the non-union positions, then CDBG would not have to reimburse for benefits.

Mr. Clarke reviewed ways to reduce the administration budget. We could move the ADA Coordinator's position to the town budget under the Selectmen, revisit just the issue of reimbursing for benefits.

Mrs. McElroy stated that if the CDBG positions were included in the town budget, benefits would also be included. Mr. Clarke replied in the affirmative.

Mrs. Ryan stated that she knows that the town has had CDBG for twenty-five years, but she's not convinced the positions should be town funded. She is concerned about the town taking on those positions.

Mr. Leary stated that he is also concerned about town funding for CDBG positions. He thinks that the town would be losing the freedom of choice for that money. CDBG funds are restricted to certain guidelines.

Mr. Clarke stated that his purpose for tonight's discussion was to alert the Board that even before the increased salary was approved, we had some discussions about this issue. The changes in the reclassifications have made it clear that this is something the Board needs to address. We have looked at the numbers for this year, and he thinks that by doing what the staff recommends, we are okay for the next fiscal year. However, if we are going to recommend to others to make changes, we need to be having this discussion now and over the

next month because this is budget time. The main thing he would like the Board to agree to is pursuing some of these issues, and we would run some additional numbers and probably have additional discussions at one of our December meetings, and then in January the Board would need to make some budget decisions. Regardless of whether an individual is funded under the block grant or the town, if they are doing block grant coordination, and if the block grant goes away, someone is going to have to make a decision as to whether the position is still necessary. What he is suggesting that this is a way to deal with staff issues that have come up. It would give the Board additional money they would be able to use.

Mrs. McElroy stated that CDBG money does wonderful things for the town so she sees no reason the CDBG positions should not be on the town payroll.

Mr. Leary questioned what would happen if the town changes the form of government as proposed under the Charter Commission.

Mr. Clarke stated that as a minimum the CDBG positions should be included with the town review and come under Personnel. He will talk with Mr. Kelliher, Human Resource Director, about this.

Mr. Dillon asked if other towns are doing things the same as Weymouth. Mr. Clarke replied that he will get the Board some additional information.

Upon motion made by Mrs. McElroy and seconded by Mr. Leary, it was:

UNANIMOUSLY VOTED: to transfer \$11,284.99 to the salary account with equal amounts transferred from the planning and contingency accounts.

Work Products

Mr. Clarke stated that this item specifically relates to funding for the Master Plan. He and Rod put this time line together to give the Board a sense of where we are going from now through the end of the fiscal year with planning projects. He did include CDBG because that affects everything else that goes on. Elizabeth is trying to get the CDBG applications would in December to give people a little more time to complete the applications.

Mr. Clarke stated that he listed the larger projects which he reviewed. He is trying to wrap up the Open Space Plan. He is hoping to finish a draft by the end of this month.

Mr. Clarke stated that for the Memorial Wall, he wants the Board to be aware that we have devoted staff time to that project.

Mr. Fuqua updated the Board on the Memorial Wall with regards to how the

project came about, funding received at the Special Town Meeting, what's included in the project, and the timeline for the work.

Mr. Clarke reviewed the timeline which includes the Subdivision Rules and Regulations update, Town Meeting – preparation of the budget, articles for Town Meeting and hearings, Naval Air Station, Woodside Path, Greenbush, day care issues, MWRA water study.

Mr. Clarke stated that with regards to the Master Plan, he intends to prepare an RFQ and Scope of Work that will be completed in the next month. He will get it to the Planning Board by the end of this year for their review and comments. He hopes to have it out for proposals in January, and to start the project by the first of March. He believes it will probably be an eight to ten month project.

7. Correspondence

Mrs. McElroy read a letter to Paul Hurley from Pam Nolan, Executive Administrator thanking Rod for his help preparing the Hazard Mitigation Grant application.

8. Other Business

- a. Mr. Clarke stated that the employee holiday party is next Wednesday, December 9th from 5 P.M. to 8 P.M. at the Outrigger Bar and Grill on Washington Street.
- b. Mr. Clarke stated that as part of the review of Sithe, one of the recommendations that came out of our review that was sent to the Selectmen which they approved, was that there be some overall coordination on activities in the Fore River, and it was recommended that the Fore River Watershed Association spearhead that. They are proceeding with that and are asking that a nine member planning committee be formed. With the Board's approval he intends to be involved in those meetings.
- c. Mr. Lynch stated that he received a phone call on the soccer field at Central. There is a well there and the soccer association is using it for watering the field. He feels someone should follow up on this. Mrs. Abbott stated that she also received a call on this.

Mrs. Ryan suggested that a letter be sent to the Board of Selectmen.

Mr. Clarke stated that he will look into the matter.

- d. Mr. Hurley stated that he has a copy of the preliminary report for the

MWRA's water study if members want to look at it. They have come up with a Plan A and Plan B with a preliminary cost estimate of 36 to 38 million dollars. It would provide a direct hook-up to the MWRA for Weymouth, Avon, Braintree, Brockton, Canton, Holbrook, Stoughton and Randolph. They are looking for a year round commitment, and the number they are used for Weymouth is between 1.5 and 2 million gallons per day.


Mr. Clarke stated that he will copy a couple of pages for the Board.

- e. Mrs. Abbott stated that the Allerton House (former Central property) looks very good.

Upon motion made by Mrs. McElroy and seconded by Mrs. Ryan, it was:

UNANIMOUSLY VOTED: to adjourn the meeting at 8:50 P.M.

This is to certify that the foregoing is a true and complete statement of all actions and votes taken at this meeting on November 30, 1998.



Paul Hurley, Chairman