

**TOWN OF MARION
PLANNING BOARD
December 7, 2015
Main Conference Room
Marion Town House
Two Spring Street**

MEMBERS PRESENT: Rob Lane, Chairman
Rico Ferrari Vice-Chairman
Norm Hills, Clerk
Jennifer Francis
Mike Popitz
Eileen Marum
Steve Gonsalves Arrived at 7:07

MEMBERS ABSENT: None Absent

BOARD ASSISTANT: Terri Santos

ALSO PRESENT: Stephen Kokkins
Andrea Ray

Commencement – Chairman Lane called the regular meeting to order at 7:00P.M.

Approval of Minutes

Motion made by Clerk Hills to approve the minutes of July 20, 2015 as amended, seconded by Member Marum.

VOTE: 6-0-0

Motion made by Member Marum to approve the minutes of August 3, 2015, seconded by Member Popitz.

VOTE: 6-0-0

Correspondence

Clean Energy Collective – Chairman Lane noted that they had not received the Decommissioning Agreement yet because Clean Energy Collective may make a performance bond. The Board would consider depending on bond and financial security of the insurance company issuing. It was noted that Jon Witten is reviewing several other documents submitted by the applicant so they are consistent with the decision.

Clerk Hills noted that SRPEDD next year’s local technical assistance grant has been put out and may be potential grant opportunities to support Master Plan.

Revised Schedule for 2016 Meeting

Old Business

Vice-Chairman Ferrari questioned the status of the old \$812 Article item on the budget. Clerk Hills noted he spoke with Judy Mooney regarding that item of the Mapping Equipment in the budget and we could probably take it out of the budget as it is not something the Board will use.

Member Marum explained that there is 30 minute parking on 41 Mill Street (Marconi Village) and cars are parking there three or four hours at a time and sometimes overnight. She noted that there could be a safety issue and they should be ticketed; that the people parking there are residents of 41 Mill Street who should be parking in the parking lot. She approached the Police department and they said it was the responsibility of the developer, Marconi Village. Marconi Village suggested she speak with the Police department. It was suggested that she speak with the Board of Selectman and communicate with them that the Planning Board is in favor of them resolving the issue.

FY 17 Budget

Chairman Lane noted that this year's Consulting budget was large as the result of a carryover from last year and should not be considered part of next year's budget. It was decided that the Board Assistant would submit as level funded with idea to be able to interchange line categories.

SRPEDD Contract

Clerk Hills noted that the contract presented is with SRPEDD to finish the remaining elements of the Master Plan.

Motion made by Clerk Hills to approve the SRPEDD contract, seconded Member Marum.

VOTE: 7-0-0

It was noted that when the final draft was printed Chairman Lane would sign.

Engineering RFP Board Tasks

Chairman Lane pointed out that the read-ahead package contained a copy of a tasking letter drafted by Clerk Hills and an engagement letter that he drafted. Chairman Lane disagreed with the concept that the Board has already approved four firms as Peer Review Engineers. He wants a two part process which would include a Tasking letter to explain what the Board would want the firm to do and an engagement letter to outline terms of which they will work. After discussion it was decided that there was no urgency and to table it to the next meeting – it was noted that both would be sent to Jon Witten after the Board has time to review.

Approval of Bills

Clerk Hills commented that he spoke with Judy Mooney and the memo sent to her said the Board voted on the September 8 and approved Coneco as a Peer Review engineer. He noted that he looked at the tape and we never did that and did not talk about the price sheet or related issues.

Chairman Lane noted that all the Board actually voted on was a bill and not the contract, the memo that the Board Assistant sent to Judy was a misstatement that the Board Assistant has since corrected. Clerk Hills requested a copy of the revised memo.

Chairman Lane noted that he had called Jon Witten and felt that it would be appropriate for us to vote and have a contract; a standard contract does not exist. He noted that the Board should have voted and was not sure a vote was taken. It was agreed that in the future the Board will vote to approve the choice of Peer Review Engineer and the resulting contract.

Chairman Lane noted that this is Coneco's final invoice.

Motion made by Member Gonsalves to approve the bill for \$1,560.00 seconded by Member Popitz.

VOTE: 6-0-1 Note Clerk Hills abstain

Comments to the ZBA – 60 South Street

Motion made by Member Francis that they recommend they proceed, seconded by Member Marum.

VOTE: 7-0-0

Comments to the ZBA – 20 Olde Indian Trail

Motion made by Clerk Hills to recommend that the descriptive information is not consistent with the plan and that clarification is needed, seconded by Member Francis.

VOTE: 7-0-0

Member Francis announced that the next Master Plan workshop with SRPEDD will be at a regularly scheduled Planning Board meeting on January 4 at 7:00P.M.

Motion made by Member Marum to adjourn, seconded by Member Francis at 7:36P.M.

VOTE: 7-0-0

List of Documents Received:

2017 Budget
Minutes June 15 and July 6 2015
Notice of Pot Luck Christmas Dinner
Revised Schedule for 2016 meetings
SRPEDD Municipal Contract
Draft Marion Planning Board Tasking Letter
Draft Engagement Letter
Coneco Invoice #132850 dated October 26, 2015
Comments to the ZBA – 60 South Street
Comments to the ZBA – 20 Olde Indian Trail

Note: The documents, reports, correspondences, submittals, notices, exhibits are a part of the official record along with these minutes.

Respectfully Submitted,

Norm Hills, Clerk