

**TOWN OF MARION
PLANNING BOARD
January 19, 2016
Music Hall
164 Front Street**

MEMBERS PRESENT: Rob Lane, Chairman
Eileen Marum
Steve Gonsalves
Norm Hills, Clerk

MEMBERS ABSENT: Jennifer Francis
Rico Ferrari Vice-Chairman
Mike Popitz

BOARD ASSISTANT: Terri Santos

ALSO PRESENT:

Commencement – Chairman Lane called the regular meeting to order at 7:22P.M.

Approval of Minutes

Motion made by Member Marum to approve the minutes of August 17, 2015, seconded by Member Gonsalves.

VOTE: 4-0-0

Motion made by Member Marum to approve the minutes of September 8, 2015, seconded by Clerk Hills.

VOTE: 4-0-0

Correspondence

Chairman Lane noted that Clean Energy has made a deposit into their escrow account and have submitted documents to comply with the approval language. Those documents have been submitted to Jon Witten for approval. It was noted that they have not filed for a building permit yet.

Chairman Lane noted that the ANR Application for 240 and 242 Converse Road which had been withdrawn several months ago because of title problem is in process of going through Land Court. When they have a specific solution the attorney will be in contact with Jon Witten to make sure the issues are resolved. The Chairman is concerned that neither of the lots comply with zoning and one of the lots has a house built on it; endorsing the plan will be creating a non-conforming use.

Old Business

Update of budget for fiscal year 2017 – Clerk Hills explained the revised budget submittal memo dated January 19, 2016. Approving the revision will fund the Part Time Planner through June 2017. This will allow the Board to determine if action is needed at the Spring Town Meeting for additional funding into FY2018.

Motion made Member Gonsalves to submit the request to Judy Mooney, seconded by Member Marum.

VOTE: 4-0-0

Chairman Lane explained that the new Town Planner, Ken Buckland, needs to have his time sheet authorized by a Planning Board Member.

Motion made by Chairman Lane to authorize Clerk Hills to sign Ken Buckland's time cards.

VOTE: 4-0-0

Clerk Hills noted that he has met with Mr. Buckland and he has completed all his necessary paper work. Clerk Hills has taken Mr. Buckland on a windshield tour of Marion to familiarize him with the boundaries and areas of town. He has introduced him most of the Department Heads, a couple remain for next week. Mr. Buckland will schedule meetings with the various committees and Boards.

Approval of Bills

Motion made by Member Marum to pay the invoice for \$140.00 to Sippican Week for advertising, seconded by Member Gonsalves.

VOTE: 4-0-0

Motion made by Clerk Hills to pay the invoice of Massachusetts Association of Planning Directors for \$85.00 for Mr. Buckland's membership, seconded by Member Marum.

VOTE: 4-0-0

Clerk Hills noted that the Board will be getting an invoice from SRPEDD for the tasks that ended December 31, 2015.

Draft of Peer Review Engineering Letter/Contract

Chairman Lane explained that he wanted to include another peer review letter. It was decided to review at the next meeting.

Clerk Hills noted that the Part time Planner will be keeping office hours on Mondays, 10-2:00.

Motion made by Member Marum to adjourn, seconded by Member Gonzales at 7:35P.M.
VOTE: 4-0-0

List of Documents Received:

Minutes of August 17, 2015 and September 8, 2015

Budget memo dated January 19, 2016

Budget dated December 31, 2015

Draft of Peer Review Engineering Tasking Letter

Draft of Peer Review Engineering Contract

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

Respectfully Submitted,

Norm Hills, Clerk