



OFFICE OF THE  
PLANNING BOARD

TOWN HALL, 10 CENTRAL STREET, MANCHESTER-BY-THE-SEA, MA 01944-1399

Zoom Meeting

<https://zoom.us/j/94925759557?pwd=UFFiZjU0ZnBKcXZXR2VENjFrYXZlZz09>

Meeting ID: 949 2575 9557. Passcode: 123426

Minutes of Planning Board Meeting – March 8, 2021 - Virtual

Present: Chairman Ron Mastrogiacomo; Members Loren Coons, Christine Delisio, Mary Foley, Gary Gilbert, Chris Olney, Gary Russell

Staff Present: Town Planner Sue Brown

Minutes: Helene Shaw-Kwasie

Chairman Mastrogiacomo called the meeting to order at 6:30 p.m.

Correspondence Received: Mr. Mastrogiacomo acknowledged receipt of a Letter from Mr. and Mrs. Thomas Durkin dated January 27, 2021; and an email from Ms. Lorraine Iovanni dated February 23, 2021.

Allow public comments on items not on the agenda. There were none.

Presentation by DPW Director Chuck Dam on Section 6.11 (Delisio)

DPW Director Chuck Dam appeared before the Board. He first discussed the sewer. He said the Town is under a Consent Order with the Environmental Protection Agency (EPA) and Department of Environmental Protection (DEP), having reached 80% of its permit level in 2013. In 2013 the Town did not have a Comprehensive Wastewater Management Plan (CWMP). Consultant CPR Maguire has since done a CWMP and it was sent to the DEP. The second part of the Consent Order addressed the Inflow and Infiltration (I&I) which occurs when ground and surface water enter the sewer through cracks in sewer pipes. Mr. Dam asked the DEP to lift the Consent Order. There are no allowable extensions with sewer connection systems. The Consent Order is still in place. He submitted a post monitoring plan to the DEP and the DEP asked for more information. DEP says they have not approved the town's CWMP yet. DEP wants to see the Town's commitment before they lift the Consent Order.

Mr. Dam said that the total permit limit is .67 million gallons per day. The Town is at 430,000 gallons per day. There is flow available. The 220,000 surplus sewer could handle 1,000 dwelling units.

Mr. Dam said he does not know where Section 6.11 of the Zoning Bylaw came from in 1989. There needs to be some mechanism to limit the extensions. There are choices that need to be thought out before the language of 6.11 is removed.

Most of the pipes are between 100 and 120 years old. Many have cracks and holes. Some have been replaced. DPW has been addressing these issues with their capital Planning.

DPW Engineer Nate Desrossiers said they are still finalizing the report on connecting through Beverly to SES or Gloucester. It would take about 10 to 15 years and would cost millions of dollars.

Mr. Dam said there are 1,200 +/- parcels on sewer. There are DEP guidelines on how to calculate flows. They figure 110 gallons per day per bedroom. It is incumbent on developers to submit a report of how much flow they will need. People who have already paid the betterment are allowed to connect, like Rockwood Heights.

The Town will need to continue to invest in the Wastewater Treatment Plan.

Mr. Dam then discussed water. He said the water treatment plant is at Gravelly Pond and there is a well on Lincoln Street. The water system is registered at DEP for .72 million gallons per day. The Town can go over by 100,000 gallons per day. The unaccounted for water in 2019 was 23.7%. It did not register on any meters. The 23.7% unaccounted for equals 150,000 +/- gallons a day. The goal is to reduce unaccounted for water to 10%. 100% of the Town is connected to the public water system. In February the Town uses around 200,000 gallons per day. In the summer the Town can use over 1,000,000 gallons per day. All towns have to reapply for DEP registration in June.

Housing Choice Initiative (Speaker TBD – KP Law Narrative in Meeting folder)

Town Counsel Witten and Town Moderator Wilson will both be available on March 22 and will be at the Planning Board meeting on that date.

Discussion on follow-up questions for Mr. Simboli regarding his development plans LCD (Gilbert).

The Board has more questions. The Master Plan encourages commercial uses and more diverse housing options in the LCD.

The Planning Board needs more information from Mr. Simboli. Members were asked to submit a list of questions which would in turn be submitted to Mr. Simboli. He will be invited to attend the March 22 meeting.

Mr. Dam said there is a 6 inch water line from Mill Street to the MAC. Only MAC is on it at this time. The system will need to be looped and will need a larger pipe. The fire flow requirements will dictate what needs to get to the site. Water could be pulled from a private well. Ask the developer what he will need. At a certain point the developer will have to get a permit from the DEP.

Members suggested adding to the list of questions: the broad picture, where he is going and why he is going there, support a dialog including size and cost, have fire flow requirements been considered in the plan.

Mr. Dam said the Town has the right to say that a developer cannot connect to Town water. The Town's registration cannot increase. If the Town goes over the 100,000 buffer it will need a new permit with DEP. A new permit requirement would have a lot of water restrictions.

Comments on the Revised Curb Opening Preamble (Olney)

Tree protection will be added.

Notification of Chapter 91 Application (Central St Bridge/Culvert Replacement)

The Board received a request for sign off that they are aware of the project. There is no further action that the Board needs to take.

Approval of Meeting Minutes

Upon motion made by Mr. Olney and seconded by Mr. Coons, it was unanimously VOTED by roll call vote to approve the minutes of February 2 Recodification Meeting, February 8 and February 22, 2021.

Subcommittee and Liaison Updates

Mr. Mastrogiacomo reported that the CPC had met and approved the CPC Master Plan. The Finance Committee and Board of Selectmen have approved the CPC Warrant.

Mr. Olney reported that the Affordable Housing Trust and the Manchester Affordable Housing Trust met jointly in February and discussed the findings of the Housing Feasibility Study..

Mrs. Foley reported that she had attended the Finance Committee meeting.

Town Planner Report (Brown)

Town Planner Brown submitted her monthly Report and reported on the following items:

- Housing Opportunity – MAHT sites and DPW
- 40R Smart Growth Overlay District Vision, Regulations and Application
- Open Space and Recreation Plan Update
- Open Space and Recreation Plan
- Western Woods Preservation
- Wastewater Treatment Feasibility Study
- Housing Production Plan Update
- Local Recovery Grant

Mrs. Delisio volunteered to serve as the Planning Board volunteer on the Local Rapid Recovery Planning Initiative.

Mrs. Foley requested that the Planner Report be posted on the Web.

Schedule of Upcoming PB meeting: March 22, April 12, April 26

Recodification Meeting

The meeting with Mr. Bobrowski was rescheduled to April 14.

Agenda Items for Next Meeting Discussion

Items for next meeting will include 40R Regulations and Design Standards, 40R Land Use Discussion and consensus; Review LCD Options; Housing Choice Initiative Presentation

Chairman Mastrogiacomo reminded the Board to reach out to the Town Clerk regarding the Conflict of Interest statements.

There being no further discussion and upon motion made by Mrs. Delisio and seconded by Mr. Olney, Mr. Mastrogiacomo adjourned the meeting. Adjourned at 8:35 p.m.

Submitted,

Approved by the Board on March 22, 2021

Helene Shaw-Kwasie  
Secretary

Mary Foley  
Clerk

N.B. These minutes are not verbatim. They are the secretary's interpretation of what took place at the meeting.

Materials used at meeting:

- Comments on the Revised Curb Opening Preamble (Olney)
- Notification of Chapter 91 Application (Central St Bridge/Culvert Replacement)
- Approval of Regular Meeting Minutes: February 8 and February 22, 2021
- Approval of Special Meeting Minutes: February 2, 2021
- Subcommittee and Liaison Updates
- Town Planner Report (Brown)