



OFFICE OF THE
PLANNING BOARD

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

Minutes of Planning Board Meeting
April 8, 2019 – Town Hall

Present: Loren Coons, Acting Chair Delisio, Andrea Fish, Mary Foley, Connie Sullivan
Absent: Chair Peter Canny, Ron Mastrogiacono

Acting Chair Delisio opened the meeting at 7:00 p.m.

Application of Manchester-Essex Regional School District for a Special Permit under Sections 6.9, 6.15 and 7.5 of the Zoning By-Law to build an elementary school in the location of the existing school, 43 Lincoln Street, Assessors Map 47, Lot 06, Zoning District G.

Mrs. Delisio called to order the continued public hearing to consider the application of Manchester-Essex Regional School District for a Special Permit under Sections 6.9, 6.15 and 7.5 of the Zoning By-Law to build an elementary school in the location of the existing school, 43 Lincoln Street, Assessors Map 47, Lot 06, Zoning District G.

In attendance were Superintendent Pam Beaudoin, Director of Finance Avi Urbis, Architect Debi McDonald of JCJ Architecture, Selectman Becky Jaques, School Building Committee Member Caroline Weld, Steve Martel of Samiotis Consultants, Framingham, MA

School Superintendent Beaudoin said that some of the plans previously submitted had to be revised as the Peer Adviser pointed out that the information that had been used in preparing the plans was not the most up-to-date. The revised plans are due to be submitted to the Board on April 11, 2019.

Steve Martel, Engineer, said there was a flood plain issue that was brought to his attention by the Peer Reviewer. The changes to the plans are based on a prior study of the area that Linden Engineers had done. Mr. Martel will submit a revised set of plans to the Peer Reviewer with the flood plain accounted for by April 11, 2019. He said that when there is a flood plain encountered, compensatory story has to be provided for that flood plain area at one foot intervals so that the down stream area does not end up being flooded. The current layout is being used to the maximum extent possible and some of the elevations are being dropped in order to provide some storage so that they can meet the standards that are required by FEMA and by Massachusetts. A play area was moved slightly down the hill, some slopes are slightly steeper and in the back area the sidewalk will be dropped down. All access will be handicap accessible

as originally proposed. The contours will look a little bit different as some of the areas drop more down to the stream level. The building elevation has not been changed. There are areas that had to be made lower and pulled away from the flood plain. Everything will remain in character of what is needed for children. Storage will be provided for the 100 year flood.

Ms. McDonald said there are a lot of significant Conservation Commission issues on the site and this adds another layer on top of that. She distributed a traffic report. She said Lincoln Street remains as the main access. The existing site has been reconfigured to create better drop off. A drop off loop has been added with 29 parking spaces. The delta is 25 cars plus spaces in the loop for live parking. She pointed out the staff and teacher spaces. All the existing parking remains.

Regarding fire access, Ms. McDonald said the fire access has to be all around the building for hoses and trucks during and after construction.

Regarding drop off, Ms. Beaudoin said the goal is to have the children dropped off along the walkway at the front of the building.

Regarding pick up for the after school program, Ms. McDonald said there are two lanes for cars. Ms. Beaudoin said there is an alternate entrance for the gym.

Mr. Urbis said the after school staff will supervise the pickup. There will be a lot more spaces on this plan and a lot more options.

Ms. Beaudoin said that after a recent community meeting there was a lot of feedback some of which was on the construction vehicle access concepts. W.C. Rich have gone back and redone their mapping of how they would be instructing their workers about how to access the site. They also showed the Board of Selectmen the updated plan for contractors and vehicles.

Mr. Urbis described the various accesses for large and small vehicles. They will be going out Summer Street instead of the original plan of Mill Street.

Ms. McDonald said in cases where the trucks are carrying dirty soil, it will be hosed down before they leave and in some cases the material will be covered. She said oversized trucks will be going to the site occasionally. Larger trucks will be used for hauling out the steel from the demolition and for delivering the concrete to the site. Sequentially it is demo, concrete, and steel.

Caroline Weld, School Building Committee and School Committee member, said there will be a lot of communication and the trucks will be scheduled.

Regarding damage to the roads, Mrs. Jaques said all town roads are currently on a schedule for repair on a running basis and are constantly being repaired. All of that is generally taken into consideration.

Ms. McDonald said that at the abutters' meetings some of the concerns were flooding, noise, disruption and increased traffic from construction vehicles. There was a question about parking in the Brook Street parking lot.

Ms. Beaudoin said parking was a hot issue. She distributed the proposed parking schedule. They are estimating about 100 cars coming in on a daily basis.

Ms. Beaudoin said that there will be 25-30 spaces at Brook Street, 40 at Field, 32 at Sacred Heart Church, 24 at the actual elementary school during the summer, and 105 at the middle high.

Ms. McDonald said W.C. Rich has been very active in encouraging worker carpooling for Worker parking. Satellite parking makes it more difficult for the worker to get to the site.

Ms. Beaudoin said that building satellite parking into a contract makes it more expensive.

Mrs. Jaques said that things that are Temporary issues fall under the purview of Selectmen and Permanent fall under the purview of PB. In terms of the construction, the truck routes and parking situation for this project fall under the purview of the Board of Selectmen.

Ms. Beaudoin said that in the summer from 3:30 all will be normal, during the school year there will be a little pinch. Start and end of game times will be altered. Kids will be asked not to park at Brook Street. Summer playground will go to the high school during the summer. Demolition will start June 14 when school is out. The goal is to do the demo when there are no children on site.

Mr. Urbis said construction will be 7 to 3:30, or 5 if necessary, on week days and 8 to 5 on Saturdays. Workers would have to move their cars after 3:30. There will need to be work done on Saturdays on occasion.

Ms. Beaudoin said quiet and interior work will be done in the after hours

There being no more public comment, and upon motion made by Mrs. Sullivan and seconded by Ms. Fish, it was VOTED to continue the public hearing to consider the application of Manchester-Essex Regional School District for a Special Permit under Sections 6.9, 6.15 and 7.5 of the Zoning By-Law to build an elementary school in the location of the existing school, 43 Lincoln Street, Assessors Map 47, Lot 06, Zoning District G.
to 7 p.m. April 22

Memorial School Application for Determination under 4.9.5.1

Ms. Brown reported that the application for Determination under 4.9.5.1 has not been filed yet.

Surf Village update

Ms. Brown reported that there is no update

Report on meeting with Bill Jones

Regarding the meeting among Bill Jones, Sue Brown and Chris Bertoni on March 21, Ms. Brown said that Mr. Jones called the meeting primarily so he could speak with the Conservation Commission and most of his comments were for the Con Com.. Ms. Brown went to see what they would be doing for the Planning Board.

Recodification of Zoning By-law by Mark Bobrowski

Ms. Brown reported that Mr. Bobrowski is reviewing the Zoning By-law. She said there are many things he thinks should be in the general bylaws. She suggested inviting ZBA and BI to the first meeting at which Mr. Bobrowski is present.

Upon motion made by Mrs. Sullivan and seconded by Mr. Coons, it was VOTED to accept the agreement between the Town of Manchester and Attorney Mark Bobrowski for Recodification of the Zoning By-law for a total sum of \$40,000

Affordable Housing Trust, Sullivan

Mrs. Sullivan reported that the AHT will be sending out a notice that will allow builders to contact the AHT. Board members discussed different methods of funding.

Town Planner Report

Ms. Brown submitted the Town Planner Report relative to agenda items.

Curb Cuts and Water Infiltration Systems

Mrs. Foley Submitted memo of meetings with Mr. Federspiel on March 29, 2019 and with DPW Director Dam on April 1, 2019.

She suggested putting together a flow chart of the approval process and how is it all tracked.

It was the consensus of the Board that the applicant needs to submit an As-Built for an approved Driveway/Curb cut decision.

Going forward DPW will inspect and verify parking

She suggested getting a process in place which would include a “during construction” plan.

Ms. Brown said if it is not functioning right, the applicant needs to come back before the Board.

Mrs. Foley said the PB will need to record all MS-4 that will be going to the state. She will check back with Mr. Dam about the process.

There being no further business to come before the Board, and upon motion made by Mr. Coons and seconded by Mrs. Sullivan, it was VOTED to adjourn. Adjourned at 9:25 p.m.

Submitted, Approved by the Board on

Helene Shaw-Kwasie
Secretary

Connie Sullivan
Clerk

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

Materials that were used at the meeting:

- Agreement with Mark Bobrowski
- Memorial School Parking draft memo
- Memo from Mary Foley of Minutes of meeting with Greg Federspiel March 29, 2019
- Memo from Mary Foley of Minutes of meeting with Charles Dam April 1, 2019