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By KWilber/Assistant Town Clerk at 9:27 am, Oct 20, 2023

# Town of Northborough

## Office of the Town Engineer

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**Earthwork Board  
Remote Meeting Minutes  
June 7, 2023  
6:00 p.m.  
Approved 10.18.23**

**Members/Staff Remote:** Janet Sandstrom (Chair), Tony Pini, Ronald Doucett, Fred Litchfield (Town Engineer)

**Members Absent:** Chris Deacetis, Tom Beals

**Attendees Remote:** Cidia and Luciano Maura; Brian Falk, Ben McNally, Neal Crothers, Chris Ryan of Meridian Associates

The Chair opened the meeting at 6:15 p.m.

The open meeting of the Northborough Earthwork Board is being conducted remotely consistent with Governor Healy's Executive Order of March 29, 2023 an Act relative to extending certain COVID-19 measures adopted during the State of Emergency. All members of the Northborough Earthwork Board are allowed and encouraged to participate remotely. The Order allows the Northborough Earthwork Board to meet entirely remotely so long as reasonable public access is afforded so the public can follow along with the deliberations of the meeting. The public is encouraged to follow along using the posted agenda unless the Chair notes otherwise. Members of the public who wish to view the livestream may do so by going to the Northborough remote meeting on YouTube via the link listed on the agenda. Ensuring Public Access does not ensure public participation unless such participation is required by law. This meeting will feature public comment.

Member & Staff Roll Call: Tony Pini, Ron Doucett, Janet Sandstrom; Fred Litchfield (Town Engineer), Melanie Rich, Clerk

Review Meeting Minutes of April 13, 2023 – Mr. Pini made a motion to approve the Meeting Minutes of April 13, 2023; Mr. Doucett seconded; Roll call vote: Pini-yes; Doucett-yes; Sandstrom-yes; motion approved.

### **Public Hearing(s)**

#### Renewal Permit:

Owner/Applicant: JJCL Enterprise, LLC

172 Bearfoot Road

Map 28, Parcel 65

Cidia Maura gave the Board an update on the project and the items that have been completed . The Applicants already have a bond in place for \$10,500.00. The Applicants are working with the Engineer on a revised plan. Everything is fine with the Building Inspector. The septic system is already installed. Mr. Litchfield recommended that the bond remain the same and that the permit be extended for one more year. Mr. Doucett asked if there were any problems with dirt draining. Mr. Litchfield indicated that they had not. Mr. Pini made a motion to approve the renewal permit for 172 Bearfoot Road; seconded by Mr. Doucett.

Roll call vote: Doucett- aye; Pini-aye; Sandstrom-aye – motion approved.

New Permit:

Owner/Applicant: Hosokawa Alpine American, Inc.  
455 Whitney Street  
Map 15, Parcel 13

Mr. Falk indicated that the Applicant is building an addition to the building on the site. They have received approval from the ZBA and Planning Board. Mr. Falk stated the usage of the addition and how much soil they were going to remove. He indicated the total area of disturbance and the depth of the disturbance. Erosion Control Barriers will be installed along the perimeter. Mr. Doucett asked if there would be a problem with the soil going on to the road. Mr. Ryan indicated that the majority of the earthwork will be near the back of the site with very little earthwork at the front of the site. Mr. Litchfield indicated that the street will be swept, as needed. Mr. Litchfield recommended that the bond be for \$4,500.00 and what that bond will cover. Mr. Litchfield mentioned the Berlin abutter he spoke to earlier. The Board is looking for the as-built plans.

No one from the public requested to comment.

Mr. Pini made a motion to approve the permit and the issuance of a bond in the amount of \$4,500.00; seconded by Mr. Doucett.

Roll call vote: Doucett – aye; Pini-aye; Sandstrom-aye; motion approved.

Mr. Litchfield then explained the bond process.

**Regular Meeting Schedule:**

Mr. Litchfield will reach out to Owen Jones regarding the meeting schedule. The Board's meetings should take place the first Wednesday of the month, virtually. The meetings need to be either virtual or in-person, but it cannot be a hybrid. When a decision has been made, the new Town Engineer replacement needs to be informed.

**Review/Release of Bonds:**

Mr. Litchfield provided the Board with a listing of cash bonds that need to be released:

- 1C Belmont Street, \$6000 bond (2018) project completed.
- Beechwood Circle, \$10,000 bond (2003) project completed.
- 36 Belmont Street, \$5,000 bond (2018) project completed.
- 11 Monroe Street, \$4,000 bond (2008) project not begun.
- 273 Southwest Cutoff, \$2,750 bond (2000) project completed.
- 6 Church Street, \$5000 bond (2011)
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There are several performance bonds that also need to be released. Mr. Litchfield will provide the Treasurer's Office with those letters.

Mr. Pini made a motion to release the following bonds:

- 1C Belmont Street, \$6000 bond (2018)
- Beechwood Circle, \$10,000 bond (2003)
- 36 Belmont Street, \$5,000 bond (2018)
- 11 Monroe Street, \$4,000 bond (2008)
- 273 Southwest Cutoff, \$2,750 bond (2000)
- 6 Church Street, \$5000 bond (2011)
- 

Mr. Doucette seconded.

Roll call vote: Doucett – aye; Pini-aye; Sandstrom-aye; motion approved.

Next meeting is scheduled for July 5, 2023. The deadline for the ad to appear is June 13, 2023.

Mr. Litchfield indicated that Town Meeting voted to provide an exemption in the Earthwork By-law for projects over an acre. Any project where the project is disturbed over 1 acre will not be required to get an Earthwork Permit provided, they obtain a Land Disturbance and Stormwater Permit from the Conservation Commission. Anything under an acre will still need to go before the Earthwork Board. Mr. Litchfield explained the process for obtaining this permit and what happens if the Attorney General does not approve this vote.

The Board discussed the question, brought by Mr. Doucett, regarding notification of abutters and publication in the Worcester Telegram & Gazette.

The Board members thanked Mr. Litchfield for his service to the Earthwork Board.

Having no further business to discuss, Mr. Pini made a motion to adjourn; seconded by Mr. Doucett.

Roll call vote: Pini-yes; Doucett-yes; Sandstrom-yes; motion approved.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Brenda DiCelle

Board Secretary