



# Town of Northborough

## Office of the Town Engineer

63 Main Street

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**Earthwork Board  
Remote Meeting Minutes  
October 18, 2023  
6:00 p.m.  
Approved February 9, 2024**

**Members/Staff Remote:** Janet Sandstrom (Chair), Tony Pini, Ronald Doucett, Meghan Condon (Assistant Director, DPW); Fred Litchfield (Town Engineer), Scott Charpentier (Director, DPW)

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

**Attendees Remote:** NA

The Chair opened the meeting at 6:00 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; Scott Charpentier (DPW), Fred Litchfield (Town Engineer), Meghan Condon (Assistant DPW)

### **Introduction of Meghan Condon/Article 36**

Mr. Litchfield introduced Meghan Condon to the Board as the new liaison going forward. He informed the Board about Article 36 which changes the exemption for applicants regarding Land Disturbance of more than 1 acre. They will now go before the Conservation Commission. The Earthwork Board will be responsible for the industrial, commercial, and residential projects of less than 1 acre.

## **Minutes**

The minutes of the June 7, 2023, meeting were reviewed.

Mr. Pini moved to approve the minutes of June 7, 2023; seconded by Mr. Doucette.

Roll Call Vote: Doucette-aye; Pini-aye; Sandstrom; aye; motion approved.

### **Review/Release of Bonds:**

Bond Release/Reduction Discussions regarding:

442 West Main Street (D.A. Favre) This is a matter going back 20+ years. The property was sold to Mr. Correia. The work has been completed and the as-built plans submitted. Both bonds: one to Mr. Favre for \$1,211.86 and one to Mr. Correia for \$3,563.36 need to be returned.

Mr. Pini made a motion to release the bonds to Mr. Favre and Mr. Correia for 442 West Main Street; seconded by Mr. Doucett.

Roll call Vote: Doucette-aye; Pini-aye; Sandstrom-aye; motion approved.

9 Monroe Street. The project is complete, and the bond can be released to Abu Construction. The bond is from 2013 for \$6,000.00 and needs to be returned.

Mr. Pini made a motion to release the bond from Abu Construction for \$6,000 plus interest; seconded by Mr. Doucett.

Roll call Vote: Doucette-aye; Pini-aye; Sandstrom-aye; motion approved.

Outstanding Permits Mr. Litchfield indicated that most of the outstanding permits were discussed at the last meeting. He delivered the letters to the town. There are a few outstanding properties where as-built drawings were not received and the Applicants will receive letters asking them to complete their filings. The Board will have to talk to Town Counsel if these Applicants refuse to comply. The Hillside Grill at 73 West Main Street and the office of Metrowest Surgical Associates at 172 West Main Street have outstanding documents.

Ms. Condon indicated that once these matters were cleared up, there were no more outstanding permits.

Future Meetings. Mr. Litchfield suggested the Board discuss their availability for meeting dates. It was decided that the second Thursday of every month worked best. The next meeting is scheduled for December 14, 2023 at 6:00 pm. Ms. Condon will send out a meeting invitation and agenda. Mr. Litchfield indicated that if there is nothing on the agenda, the members will be notified, and the meeting not held.

Mr. Doucett raised a question concerning the 200 Bartlett Street project and the trucking of loam. Mr. Litchfield indicated that he would speak to Mr. Vignaly of the Conservation Commission to

make sure the owner has a permit. Mr. Charpentier indicated that due to the environmental constraints on the property, most of the topsoil will be remaining on the premises.

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 6:42 p.m.

Respectfully submitted,

Brenda M. DiCelie

Board Secretary