

Approved 5/24/21

**Board of Public Works
Meeting Minutes**

Date: March 10, 2021

Time: 3:30 p.m.

Place: New DPW Building Conference Room

965 Plain Street Zoom Meeting

Street Acceptance Public Hearing

Weir River Lane: Cottage Lane; Horseshoe Lane

In attendance for all or part of the meeting were the following:

Tom Reynolds	Superintendent
Rod Procaccino	Town Engineer
Tom Molanari	Project Engineer
Charlie Swanson	Project Engineer
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 2:30 p.m.

Tom Reynolds opened the Hearing and explained that the Hearings are held to inform abutters of the Town's intention to accept roads or portions of roads. The purpose is to follow through on prior Town Meeting vote in early 2000 to accept a number of roads that weren't accepted due to procedural problems.

First Road 2:30 p.m. Weir River Lane (Spring St. – Cottage Ln.)

Tom read the Roadway Acceptance Procedure: (Typically petitioned by the resident abutters would be petitioning the Town to accept the road)

1. Submit Petition and Documents to Board of Selectmen who would in turn seek Planning Boards opinion on status and condition.
2. DPW would also establish cost to bring road to average acceptable standard and report back to the Selectmen.
3. A determination should be made whether betterments would be assessed and funds appropriated to make the repairs.
4. Layout plans and as-built plans are prepared to determine if there are any encroachments.
5. DPW conducts public meetings to discuss layout plans. Residents notified by certified mail of meeting. (this has been done)
6. Pending meeting support to proceed, BPW votes to adopt layout and notifies Selectmen.
7. Warrant article drafted for Town Meeting. Town Clerk is given layout plan.
8. Deed research to determine if residents required to sign off on taking or if developer retained fee and has sole discretion to grant easement or road layout land for taking.
9. Releases obtained-when required
10. Town Meeting votes; 2/3 vote.
11. Town Counsel prepares order of taking and BPW votes to adopt Order of Taking.
12. Order of Taking and plan recorded in the Registry.

(1) Describe that releases would be obtained from abutters. Town Counsel will review some plans as needed.

Danielle Voss of Horseshoe Farm was present and indicated that they checked with the developer regarding fees in the road and that information was passed along to Rod. He will have Town Counsel interpret the information.

There were no further questions from audience members. Tom indicated that he will move forward with the plan to accept this roadway at Town Meeting.

Tom closed the Public Hearing at 2:40 p.m.

Second Road 3:00 p.m. Cottage Lane (Horseshoe Ln.-Cul-De-Sac) Tom Reynolds opened the Hearing and explained that the Hearings are held to inform abutters of the Town's intention to accept roads or portions of roads. The purpose is to follow through on prior Town Meeting vote in early 2000 to accept a number of roads that weren't accepted due to procedural problems.

Tom read the Roadway Acceptance Procedure: (Typically petitioned by the resident abutters would be petitioning the Town to accept the road)

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11. Town Counsel prepares order of taking and BPW votes to adopt Order of Taking.
12. Order of Taking and plan recorded in the Registry of Deeds.

(1) Describe that releases would be obtained from abutters.

There were no questions from audience members. Tom indicated that he will move forward with the plan to accept this roadway at Town Meeting.

Tom closed the Public Hearing at 3:05 p.m.

Third Road 3:30 p.m. Horseshoe Lane Rod Procaccino opened the Hearing and explained that the Hearings are held to inform abutters of the Town's intention to accept roads or portions of roads. The purpose is to follow through on prior Town Meeting vote in early 2000 to accept a number of roads that weren't accepted due to procedural problems.

Tom read the Roadway Acceptance Procedure: (Typically petitioned by the resident abutters would be petitioning the Town to accept the road)

1. Submit Petition and Documents to Board of Selectmen who would in turn seek Planning Boards opinion on status and condition.
2. DPW would also establish cost to bring road to average acceptable standard and report back to the Selectmen.
3. A determination should be made whether betterments would be assessed and funds appropriated to make the repairs.
4. Layout plans and as-built plans are prepared to determine if there are any encroachments.
5. DPW conducts public meetings to discuss layout plans. Residents notified by certified mail of meeting. (this has been done)

6. Pending meeting support to proceed, BPW votes to adopt layout and notifies Selectmen.
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8. Deed research to determine if residents required to sign off on taking or if developer retained fee and has sole discretion to grant easement or road layout land for taking.
9. Releases obtained-when required
10. Town Meeting votes; 2/3 vote.
11. Town Counsel prepares order of taking and BPW votes to adopt Order of Taking.
12. Order of Taking and plan recorded in the Registry of Deeds.

There were no questions from audience members. Rod indicated that he will move forward with the plan to accept this roadway at Town Meeting.

Rod closed the Public Hearing at 3:35 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary