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NORTON PLANNING BOARD MEETING  
DRAFT MINUTES OF JULY 16, 2019

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The Planning Board Meeting of July 16, 2019 was called to order in the Norton Town Hall, Board of Selectmen's Room at 7:15 p.m. by Mr. Steven Hornsby, Chair. Members present were Ms. Julie Oakley, Mr. Oren Sigal, Mr. Timothy Griffin, Mr. Scott Bichan, Mr. Kevin O'Neil and Mr. Joseph Fernandes.

**Bills and Warrants**

**Motion to approve all bills made by Ms. Oakley, Second by Mr. Griffin. All in favor. Motion passes.**

**Approval of Minutes**

**Motion to approve the June 18, 2019 minutes made by Mr. Sigal, Second by Mr. Bichan. All in favor. Motion passes.**

**ANR Endorsement (2019-09)- 33-35 West Main Street**

Craig Cygawnoski with RIM Engineering reviews the application.

**Motion to endorse made by Mr. Griffin, Second by Mr. Bichan. All in favor. Motion passes.**

**Public Hearing SP. 486-60 West Main Street/Cumberland Farms, Inc.**

This item was continued from June 4, 2019. The applicant requested a continuance to the late August public hearing.

**Motion to continue the item to the August 20, 2019 meeting made by Ms. Oakley, Second by Mr. Griffin. All in favor. Motion passes.**

**Public Hearing SP. 487- To allow camping with permit from Conservation Commission**

This item was continued from June 18, 2019. Ms. Jennifer Carlino, the Conservation Agent, goes over her Special Permit Request and responds to the Boards questions from June 18 by providing maps, capacity information, a revised application form, safety deposit and use agreement.

**Board Questions, Comments and Concerns:**

- How utilized are these properties?
  - Ms. Carlino provided attendance information.
- What is the fee for camping?
  - Ms. Carlino is developing the fee.
- Does Conservation land allow for passive uses?
  - Yes.
- What is the camping season?
  - The season could be from April to November.

- Is camping covered under the Town's liability insurance?
  - Ms. Carlino confirms the Town's liability covers camping on Town land.
- Are people using sites currently without permits?
  - Yes.
- Can Conservation Commission create rules for camping?
  - Yes. State law allows Conservation Commissions the ability to create rules for Town land.
- What is the likelihood that these sites will be fully utilized? Can the special permit place a cap then revisit later?
  - Ms. Carlino doesn't expect to see an increase this year. Placing such a limit could cause groups to be split up.
- Rate schedule could control attendance.

#### Public Comments, Questions and Concerns:

- Who will enforce the rules?
  - Ms. Carlino responded applicants must be 21 and the Town will determine if security deposits will be returned.
- Concerns about fires and that the Town is not ready to address fires at the campsites.
  - Ms. Carlino points out camping has been an activity for years and Conservation land is open to the public. Also, fires are limited to those sites with fire rings.
- Concerned about the lack of progress toward maintenance, safety and fires and the need for monitoring. Scouts are chaperoned; unsupervised campers can be a problem. There may be a warrant at the Fall Town Meeting to fund a field agent/caretaker for Town properties.
  - Ms. Carlino discusses how fire rings will be used; campers must be 21 years old; and she will work with abutters regarding the Fall Town Meeting warrant. Camping will not be allowed if site isn't ready.
- Other Towns allow for specific groups and not just the general public. Would like Town Counsel to weigh in.
  - Ms. Carlino responds the grant agreement states the sites must be available to everyone.
- Will Town be doing background checks and document their identification?
  - The Town can't do background checks and submittal of a license is a good idea.
- Massachusetts State Parks has requirements such as for noise.
  - Ms. Carlino states she will add quiet hours.
- Does the Conservation Commission set the hours or is it the Conservation Agent?
  - Conservation Commission can set the hours but they have delegated to the Conservation Agent.
- Can the Special Permit involve the Conservation Commission?
  - The Board points out the application was submitted by the Conservation Commission and the Special Permit will be issued to the Conservation Commission.
- Is the Town liable? Will this increase the Town's insurance rates?
  - Ms. Carlino states the property is insured.
- Is there a system to notify the public that campers are on the campsite?
  - The Town will have an online calendar which is not currently available but a hard copy is available. The Board notes a paper permit is issued which could be posted.
- What evidence is there that people are on site without a permit?



- Ms. Carlino has walked the property and found evidence of usage.

**Motion to close public hearing made by Mr. Fernandez, Second by Mr. O'Neil.**

**Motion to approve the Special Permit for the identified sites with the identified capacities with the condition that the Conservation Commission establish rules and regulations including but not limited to quiet hours, permitting and the posting of permits by any camper that has received a permit made by Mr. Fernandez, Second by Mr. O'Neil. All in Favor. Motion Passes.**

**Motion was made by Mr. Sigal to adjourn. Second by Mr. O'Neil. All in favor. Meeting adjourns at 8:51 pm.**

Minutes prepared and submitted by Paul DiGiuseppe, Director of Department of Planning and Economic Development.

Minutes Approved on: 7/23/19

Signature Paul DiGiuseppe