

Planning & Development Standing Committee
Wednesday, October 19, 2022 – 5:30 p.m.
REMOTE MEETING
-Minutes-

Present: Chair, Councilor Jason Grow; Vice Chair, Councilor Val Gilman; Councilor Tracy O’Neil

Other Councilors present: Councilor Jamie O’Hara

Also Present: Clerk of Committees, Sherry White

Applicants: Dave Flewelling for Comcast

This meeting was conducted remotely through ZOOM
All votes conducted by ROLL CALL

Meeting called to order at 5:31 p.m.

Councilor Grow announced: “Consistent with Chapter 107 of the Acts of 2022 this meeting will be conducted by remote participation. The public may not physically attend this meeting but every effort will be made to allow the public to view and listen to the meeting in real-time and participate when necessary. If you are calling in on a phone, you can press Star 9 to request to speak. If you are watching on a computer or a device, there is a raised hand button that you can tap or press to request to speak. Please use either of these options to be recognized to speak.”

Councilor Grow announced the names of the P&D Committee members in attendance (Councilor Gilman, Councilor O’Neil and himself), and City staff who were attending via Zoom.

- 1. Public Hearing: PP#2022-009: Request by Comcast: Main Street: Locating existing conduit in the sidewalk and placing a 17”x30” vault. From newly placed vault excavating to place one 4” PVC Conduit 84’ +/- to a proposed 3’x3’ manhole located at the intersection of Rowe Square. Continuing from the newly placed manhole with one 4” PVC Conduit 115’ +/- to Rowe Square #1 (TBC 10/19/22)**

The Public Hearing was opened at 5:33 p.m.

The **Clerk of Committees, Sherry White**, stated that the abutters were notified on September 22, 2022.

Those speaking in favor: Dave Flewelling, Comcast Specialist/Construction, 9 Forbes Road, Woburn, Mass, stated that he was speaking in favor of the petition to place a 17” x 30” vault, 3’ x 3’ manhole and 115’ of conduit on Main Street for the purpose of providing service to 1 Rowe Square.

Those speaking in opposition: None.

Written Communications: The **Clerk of Committees** stated that there was one written communication from the **Director of Public Works, Mike Hale**. She read the communication.

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CITY OF GLOUCESTER
DEPARTMENT OF PUBLIC WORKS
MEMORANDUM

Date: September 20, 2022

To: Councilor Jason Grow, Planning & Development Committee Chair
Councilor Valerie Gilman, Vice Chair
Councilor Tracy O'Neil, Member

From: Michael B. Hale, Director of Public Works *MBA*

Re: Application (PP2022-009) Rowe Square/Main Street

Councilors:

The Department of Public Works has reviewed the above-mentioned application by Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC. A company incorporated for the distribution of broadband services that desires to construct a line for such broadband under the public way or ways hereinafter specified:

Rowe Square/Main Street: Locating the existing conduit in the sidewalk and placing a 17" x 30" vault. From the newly placed vault excavating to place (1) 4" PVC Conduit 84' +/- to a proposed 3' x 3' manhole located at the intersection of Rowe Square. Continuing from the newly placed manhole with (1) 4" PVC Conduit 115' +/- to number 1 Rowe Square.

In an attempt to maintain the quality of City roadways, the Department of Public Works requests the following be required of the applicant:

1. Notification to the Department of Public Works 72 hours in advance of the proposed work. A construction schedule will be prepared by the applicant for review and acceptance by the Department of Public Works.
2. Proposed excavation may only occur during accepted road opening and construction season, 15 March – 15 November.
3. In the absence of a detailed construction plan, the Department of Public Works requests: all proposed conduits and appurtenances shall be placed so as to cause minimum conflict with existing underground utility services.
4. All excavations must be secured at all times.
5. All excavated trenches shall be patched flush with the surrounding asphalt using hot mix asphalt binder at the end of each work day, to minimize pedestrian hazards. Asphalt shall be applied in two lifts of 2-inches, totaling 4-inches.
6. Sidewalks must be restored with like material immediately.
7. All final paving shall be done in consultation with the Department of Public Works and an agreed upon final paving plan executed by the applicant.

Should you have any questions regarding the conditions requested, please do not hesitate to contact my office.

CITY CLERK
GLOUCESTER, MA
2022 SEP 20 PM 2:33

Questions from Councilors:

Q1. (O'Neil): Asked who the owner is of 1 Rowe Square.

A1. (Grow): Stated that it looks like it is part of Americold.

Councilor Gilman clarified that this is an excavation and not a pole set.

MOTION: On a motion by Councilor Gilman, seconded by Councilor O'Neil, the Planning & Development Committee voted by **ROLL CALL 3** in favor, **0** opposed, to waive the reading of the conditions listed in the motion as they were included in the letter submitted by the Director of Public Works as read by the Clerk of Committees.

MOTION: On a motion by Councilor Grow, seconded by Councilor Gilman, the Planning & Development Committee voted by **ROLL CALL 3** in favor, **0** opposed, to permit Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC to lay and maintain underground conduits and manholes, with wires and cables to be placed therein, under the surface of the public way Rowe Square/Main St and above or intersecting public ways for the purpose of making connection with such poles and buildings as may be desired for distributing purposes – Rowe Square/Main Street: Locating the existing conduit in the sidewalk and placing a 17" x 30" vault. From the newly placed vault excavating to place (1) 4" PVC Conduit 84' +/- to a proposed 3' x 3' manhole located at the intersection of Rowe Square. Continuing from the newly placed manhole with (1) 4" PVC Conduit 115' +/- to number 1 Rowe Square in Gloucester, MA - as shown on a plan included in the application dated September 14, 2022 – with the following conditions:

1. Notification to the Department of Public Works 72 hours in advance of the proposed work. A construction schedule will be prepared by the applicant for review and acceptance by the Department of Public Works.

2. Proposed excavation may only occur during accepted road opening and construction season, 15 March – 15 November.
3. In the absence of a detailed construction plan, the Department of Public Works requests: all proposed conduits and appurtenances shall be placed so as to cause minimum conflict with existing underground utility services.
4. All excavations must be secured at all times.
5. All excavated trenches shall be patched flush with the surrounding asphalt using hot mix asphalt binder at the end of each work day, to minimize pedestrian hazards. Asphalt shall be applied in two lifts of 2-inches, totaling 4-inches.
6. Sidewalks must be restored with like material immediately.
7. All final paving shall be done in consultation with the Department of Public Works and an agreed upon final paving plan executed by the applicant.

2. *Special Event Application: Request for Street Closures: Gloucester Holiday Parade & Tree Lighting Ceremony on November 27, 2022 with a rain date of December 4, 2022*

Summary of Discussion: Councilor Grow stated that the Special Events Advisory Committee has approved the event. Councilor Gilman explained that it is a rolling parade scheduled for November 27, 2022, with a rain date of December 4, 2022, and that the route is outlined in the application.

MOTION: On a motion by Councilor Grow, seconded by Councilor Gilman, the Planning & Development Committee voted by ROLL CALL 3 in favor, 0 opposed, to permit road closures for the Gloucester Holiday Parade and Tree Lighting Ceremony from 3:00 p.m. to 4:00 p.m. on Sunday, November 27, 2022, starting at Parker Street at the State Fish Pier, to Main Street, to Western Avenue, ending at Kent Circle, with a rain date of Sunday, December 4, 2022. Sign offs from the Fire and Police Departments and other interested city departments are on file as well as written documentation of the parade route in the City Clerk's Office and proof of insurance coverage as a sanctioned event by the City of Gloucester, which falls under the City's General Liability Insurance. Due to the COVID-19 pandemic the City reserves the right to cancel any permitted event up to and including the day of the event.

3. *Other business*

Councilor Grow explained that the General Counsel, Suzanne Egan, will be at the November 2, 2022, P&D meeting to discuss the 40B process and that the meeting will also be posted as a Committee of the Whole.

MOTION: On a motion by Councilor Gilman, seconded by Councilor O'Neil, the Planning & Development Committee voted by ROLL CALL 3 in favor, 0 opposed, to adjourn the meeting at 5:49 p.m.

Submitted by: Sherry White, Clerk of Committees

Documents submitted at the meeting: None.

Meeting Recording: <http://gloucester-ma.gov/1097/Past-Remote-Public-Meetings>