



MEETING MINUTES
November 9, 2016

Chairman: Christopher Olson

Members Present: Barur Rajeshkumar, Marc Frieden, Vincent Vignaly, Cheryl Carlson

Members Absent: None

Others Present: See Attached Sign-In Sheet

All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 140 Worcester Street.

The Chair opened the regular meeting at 7:30 p.m.

1. Informal Discussion with Gary Cromack regarding Regional Dispatch Project (Beaman Street) – Mr. Cromack is the electrical engineer for the project which is funded by the state for the consolidation of West Boylston's 911 dispatch into Holden's Regional Dispatch Center. The property is owned by the Water Department. If a Special Permit is required, he will handle that process; a sub-contractor will handle the rest. He provided photos. To finish the project, they need to put a second tower at Beaman Street. They will not be a co-locator on the existing cell tower. An 80' guide tower with a master receiver antenna at the top, equipment cabinet on a slab, a stand-by generator on a slab, and an LP Gas tank is proposed. It is in an overlay district within the Single Residence District. Mr. Cromack said the Zoning Regulations state commercial use but this is a non-commercial use, it is a municipal use. Mr. Olson said that under Section E3 (Transportation & Utility Uses) Wireless Communication Towers District state that towers are not allowed within the Single Residence District. Mr. Cromack said the Wireless Communication Overlay District has the word "commercial". Mr. Olson said that is a reference and that term is not referred to in the body of the bylaw. Mr. Vignaly said it would require an engineered plan and a Special Permit. There is a \$4,500 review fee and \$900 application fee. Mr. Cromack said the review fee would need to be incorporated in the bid package. He was advised to review the application requirements. Mr. Cromack said they would like the program to go live in February. He was told the board could reduce the fee but would need documentation from the Fire and/or Police Departments that this is something they are presenting as a municipal project.
2. Submission of Site Plan Review Application (90 Sterling Street-Big Daddy Realty Trust) – Joe Peznola said the ZBA reduced the density to 16 units without asking for a plan. He was asked to include the ZBA approval with his application. The board reviewed and accepted the application. A public hearing will be held on December 14th at 8:00 p.m.
3. FY2018 Budget – The budget will be submitted to Nancy Lucier before the required date of January 9, 2017.

Old Business/Outstanding Issues/Follow-Ups:

1. Status of Pending Site Plans and progress towards As-Built Plans:

- 216 West Boylston Street As-Built Plan and Request for Certificate of Completion – Mr. Amico provided a site inspection report to the board and Patrick Healy (Thompson-Liston) dated November 8th. He will contact Mr. Healy to discuss his comments, specifically drainage concerns, and the chain link fence at the dumpster which is not allowed according to the regulations; an enclosure is needed.

2. CMRPC Meeting on Tiny Houses and Municipal Bylaws – Mr. Frieden attended the conference on tiny houses and earned the board an extra hour of CMRPC services. He said it was a very informative meeting. Tiny houses are small structures, such as the size of a large shed (400 square feet), and are not necessarily built to habitable building code standards, but are more aligned with recreational vehicle standards. Many factors would need to be taken into consideration since they wouldn't meet West Boylston zoning regulations; the bylaws would have to be amended if we wanted to allow them in town. There are many interpretations for tiny houses and something the board may want to consider for the future.

3. CPTC Workshop on Subdivision Control Law including ANRs – Mr. Olson attended the informational workshop. MA Case Laws were reviewed. Kopelman & Paige provided a handout with the state deadlines for Definitive Subdivision Plans which will be provided to the members as well as a copy given to the Town Clerk and ZBA/Conservation.

Reports from Other Boards – Mr. Vignaly said the Open Space Implementation Committee met and are continuing to work on the Open Space and Recreation Plan Update. In addition, there have been discussions to create a dog park, possibly on the area of Tivnan Drive. Mr. Amico said he has worked on this type of project and advised the board to contact him with any questions they may have.

Mr. Rajeshkumar asked about town standards for public and private roads. Mr. Vignaly said private roads are allowed through the Subdivision Regulation process to be constructed less substantially, but since they are not as sturdy, they are not maintained by the town; it is the responsibility of the property owners to maintain them. Mr. Rajeshkumar asked if there was a minimum road standard for pavement. There are minimum standards under the Subdivision Rules & Regulations. A private road could be presented at Town Meeting for acceptance if it has been upgraded to meet the current subdivision standards.

Mr. Rajeshkumar talked to Rich Rydant (CMRPC). He received the information Mr. Vignaly sent him regarding the traffic study for the Routes 12/140, Route 12/Franklin Street, and Route 140/Franklin Street intersections, and will contact him soon.

Submitting TIP projects was briefly discussed. It is a good idea to get something on the list, but is an involved project and can be somewhat expensive.

Mr. Rajeshkumar said Nancy Lucier has ordered the bicycle racks through the CMRPC program. He was not sure of the locations where they will be placed, but this will save the town a couple thousand dollars. The Planning Board is grateful to Nancy Lucier for stepping up and getting this done.

The Complete Streets program is proceeding with a Prioritization Plan being prepared by CMRPC. The program required that the town first have people (Mr. Rajeshkumar and Mr. Vignaly attended) attend the State Program meeting; next the policy was adopted by the Planning Board and the Selectmen, and now a Prioritization Plan is being put together for what the town wants, e.g., where to incorporate new sidewalks, widening and/or removing of sidewalks, improvement of intersections, etc. The Town Administrator is currently coordinating the contract, but the Selectmen have asked that the Transportation Committee take over the lead role.

Citizens' Comments – None tonight.

Review/Approve Payment of Invoices and Review October 26, 2016 Draft Public Hearing Minutes and October 26, 2016 Regular Meeting Minutes – There were no invoices for approval tonight. Mr. Frieden made a motion to approve the October 26, 2016 Public Hearing Minutes; Ms. Carlson seconded; all voted in favor; motion approved. Mr. Frieden made a motion to approve the October 26, 2016 Regular Meeting Minutes; Ms. Carlson seconded; all voted in favor; motion approved.

A motion was made by Mr. Frieden to adjourn; Mr. Vignaly seconded the motion; all voted in favor; motion approved. The meeting adjourned at 10:21 p.m.

Date Accepted: _____

By: _____
Vincent Vignaly, Clerk

Submitted by: _____
Melanie Rich