



MEETING MINUTES

June 22, 2016

Chairman: Marc Frieden

Members Present: Vincent Vignaly, Christopher Olson, Cheryl Carlson, Barur Rajeshkumar
(arrived at 7:58 p.m.)

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 meeting was opened at 7:00 p.m. by Chairman Frieden.

Old Business/Outstanding Issues/Follow-Ups:

1. Election of Officers – Mr. Vignaly made a motion to elect a slate of officers as follows: Chair-Christopher Olson; Vice Chair-Cheryl Carlson; Clerk-Vincent Vignaly; Treasurer-Barur Rajeshkumar; Ms. Carlson seconded the motion; all voted in favor; motion approved.

The following Committee Assignments were decided on for the coming year: Town-Wide Planning- Barur Rajeshkumar; CMRPC-Christopher Olson; Affordable Housing-Marc Frieden; Earth Removal-Cheryl Carlson; Transportation-Marc Frieden; Economic Development-Barur Rajeshkumar; Community Preservation-Cheryl Carlson; Bylaw Committee-Christopher Olson; Open Space Implementation Committee-Vincent Vignaly.

Responsibility for reviewing board minutes will be as follows: ZBA-Marc Frieden; Conservation-Cheryl Carlson; BOH-Vincent Vignaly; Selectmen- Barur Rajeshkumar.

2. Village Zoning Initiative with CMRPC – Mr. Olson incorporated the suggestions from the last meeting and updated the draft letter. Ms. Carlson met with the Historical Society for their opinion. They asked would a Village Zoning Bylaw prevent, for example, a Honey Farms from moving in when an owner sells their property. Mr. Olson said the current business zone allows both residential and business uses. The business uses that are allowed in the business zone are very broad. Because it could be an overlay, he was not sure we could not limit what is allowed in the business use; we would have to change the underlying zone, but if people were interested we could consider it. Mr. Vignaly said if it was a new district it would allow them to come in and renovate the site, but the types of businesses would be narrower than what is currently allowed (smaller scale projects). The Historical Society felt that if Village Zoning would be more restrictive it would be a good idea, but not less restrictive. They may be in favor of potentially limiting what people can do moving forward. Ms. Carlson said putting out information to the people to include that one of the benefits would be to preserve the character of the neighborhood would be helpful because that was one of the Historical Society's concerns. They like the look and feel of the area as it

is now. Dave Femia said he likes the idea of Village Zoning and the idea of a mom and pop feel. Mr. Frieden said we need to include the buffer between residences and businesses. Mr. Olson said the feedback received will indicate if the people want expanded use, reduced use or limited use. We want a consensus to bring it to the town meeting.

3. Holy Cross Payments/Actions in Lieu of Taxes – Ms. Carlson spoke with Anna Shaw (Library Director). Originally they were approached by Holy Cross who was going to gift approximately \$10,000 for the Library to be open on Sundays, but nothing has taken place. Mr. Vignaly gave an update from the Staff Meeting today and said the Town Administrator spoke with Jamie Hoag (Holy Cross Director of Government & Community Relations). They would like to work as a partnership with the town rather than the PILOT program. She is coordinating it through her office as to what will best benefit the town and will speak with him again next month. Any ideas should be forwarded to her. Ms. Carlson will inform Ms. Shaw to contact the Town Administrator.

Mr. Vignaly told the Town Administrator that the DPW received \$10,000 for road improvements. She was not aware of that and will check with them on the plan for implementation.

4. Staff Meeting Updates – The Town Administrator will submit the Complete Streets Policy to the DOT within a few days; the new copier has been installed; Freedom of Information requests should now go directly to the Town Clerk as well as the Meeting Minutes and Agendas for posting. The Selectmen talked about holding a Special Meeting in August for a new business going into 70 Hartwell Street who is looking for TIF (Tax Increment Financing). This would likely allow the business to make improvements to the property, but not tax them for a few years for more than their current taxes. There will be some improvements and expansions. The next staff meeting will be July 27th. Ms. Carlson will attend.

There was discussion on the police station. Mr. Vignaly asked the Town Administrator for coordination for someone to come to the Planning Board for discussion with thoughts and ideas. She asked the Planning Board to email the FISP (Facilities Implementation & Strategic Planning) Committee to have a representative come before the PB to review the project and open discussions before the Site Plan Review process formally begins.

5. Angell Brook Village – Phil Mallet and Sharon Beauregard (Trustees) attended. Mr. Mallet explained the changes to the Operation & Maintenance Plan. They did question the existence of the 6” outlet pipes which they said are not there. Mr. Vignaly will review the plans and contact Keystone with the proposed changes. The board will conduct a walk-through when the hoods are completed.

New Business/Review of Correspondence/Emails Received:

1. Wachusett Liquors (Certificate of Completion Protocol) – The neighbor next to Wachusett Liquors called with a complaint that the mowing is not being done. Wachusett Liquors is not finished with the Site Plan Review process and has not received a Certificate of Completion yet, but after reading the regulations, the bylaw says that the Building Inspector shall issue a Certificate of Completion on the Site Plan Review. In the past, the Building Inspectors let

the PB do that and have been cooperative working with us. Coordination is needed with the Building Department before a Certificate of Completion is issued to ensure all matters associated with the site development are addressed.

2. 99 Hartwell Street (Waste Management Discharge Pipe Issues) – Mr. Diverdi was asked to attend because Mr. Frieden received a call from Mr. Migridichian who is saying he was not contacted and his tenant wants the pipe removed. Mr. Diverdi paid for the engineering and approximately \$20,000 to install the system and suggested Mr. Migridichian hire and pay for an engineer to design the change he wants to make. Mr. Frieden believes Mr. Migridichian wants to keep the system in place but not have the pipe drain into the Waste Management culvert. He recalled Mr. Migridichian, who attended the public hearing, saying he would rather have a stormceptor there to minimize contamination. Mr. Diverdi said there is no new discharge; underneath the system is all gravel. Mr. Vignaly spoke with Waste Management a few months ago. They seemed satisfied and were going to verify it with their engineers and send a letter to the board, but to date we have not received anything. The board is satisfied with the way it was designed and built. It is an improvement over what was there and should have no impact to the neighbor. Mr. Migridichian will be asked to show the board engineering-wise what the problem is. Mr. Frieden will contact him, ask what the actual problem is and, if there is one, what is their desired solution.
3. Andy Beardsley asked about lot frontage at 263 Maple Street. He showed the board the piece of the property he owns; there are two frontages: 66' and 40'. DCR purchased the portion to the North; the town accepted or will accept the property to the South. Two developable house lots were left; one where the existing house is with inadequate frontage, and the other with adequate frontage and area further south on Maple Street. He has a neighbor interested in purchasing the northern frontage parcel that could be cut off. Is he making a non-conforming lot more non-conforming? How does he proceed? He was told the Building Inspector is the Zoning Enforcement Officer who would make the determination. If he approves it, Mr. Beardsley would have to file an ANR lot with the PB. If it's non-conforming it goes before the Zoning Board. They can issue a Special Permit for a reduction from the frontage requirement from 120' to 100', but the frontage is already less than that. There could a legal decision that the Building Inspector is aware of that allows him to make an existing non-conforming lot more non-conforming.
4. Authorized Signature Form for FY17 – Mr. Vignaly made a motion to sign the Authorized Signature Form for FY17 stating that three signatures are required for payables and one signature is required for payroll; Mr. Olson seconded; all voted in favor; motion approved.
5. A Site Visit Report from Graves Engineering regarding Cumberland Farms was received noting a change in the castings; they are not American made as required. Bohler Engineering will follow up with the contractor.
6. An email from CMRPC was received regarding assistance with updating sign bylaws. Ms. Carlson will contact Jayne Armington (Principal Planner) for more information.
7. The Beaman Memorial Public Library was accepted for inclusion on the National Register of Historic Places. Ms. Carlson will contact the Historical Commission to see if any new funding sources can now be utilized as part of the recognition.

8. Mr. Ali has not yet paid his outstanding invoices. Mr. Rajeshkumar will inform the Building Inspector; Mr. Frieden will contact Mr. Ali to have him attend the next meeting for an update on Nuha Circle.
9. 101 Goodale Street Informational ZBA Petition (Accessory Apartment Addition) – It is unclear if it is considered an addition or existing garage. It is not the original garage, but at the date of the application it was an existing garage. The language in the bylaw needs to be interpreted. Mr. Vignaly will draft a letter to the ZBA for review at our next meeting and include the board's questions regarding the "original structure" interpretation, floor area, number of bedrooms and parking.

Reports from Other Boards – Mr. Frieden said the Affordable Housing Trust met and discussed the proposed housing behind Orchard Knoll. There was not very much opposition except for the potential traffic onto Route 140. The next step is for the town to accept the property from the state at the Special Town Meeting. Inclusion of the Senior Center was discussed as part of a senior housing complex there. Ms. Carlson will contact Westboro since they currently have this situation.

Citizens' Comments – None tonight.

Review/Approve Payment of Invoices and Review Draft June 8, 2016 Regular Meeting Minutes – Invoices were approved. Mr. Olson made a motion to approve the June 8, 2016 Regular Meeting Minutes; Ms. Carlson seconded; all voted in favor; motion approved.

A motion was made by Mr. Olson to adjourn; Ms. Carlson seconded the motion; all voted in favor; motion approved. The meeting adjourned at 9:58 p.m.

Date Accepted: _____

By: _____
Christopher E. Olson, Clerk

Submitted by: _____
Melanie Rich