

TOWN OF BOLTON - PLANNING BOARD MINUTES

Meeting Held at the Town Hall – Board of Selectmen’s Room on **August 10, 2016** at 7:30 PM

Members Present: David Yesue (Chair), Erik Neyland (Vice Chair), Mark Sprague, and Michael Gorr.

Also Present: Erica Uriarte (Town Planner), Fred Hamwey (Hamwey Engineering, Inc. – Planning Board Peer Reviewer), Fred Coon (Century Mill Estates), Peter Driscoll

Call to order: 7:32 PM

- Hearings
 - None.
- Business
 - Century Mill Estates (CME), Fred Coon
 - Affordable Housing
 - In accordance with the Definitive Subdivision Approval and FOSPRD Special Permit, CME is required to donate lots to the Affordable Housing Trust Fund on the following schedule:
 - 20th Certificate of Occupancy
 - 40th Certificate of Occupancy
 - 60th Certificate of Occupancy
 - CME, at the approval of the Planning Board, can choose to donate money in lieu of the lots based on the fair market value of the undeveloped lot determined by an appraiser selected jointly by the Planning Board and CME.
 - The FOSPRD Special Permit specifies that the undeveloped lot shall not include road way improvements. In addition, the lot will be selected by CME.
 - F. Coon to notify the Planning Board of which lot will be selected for an appraisal.
 - Currently there are 21 certificate of occupancies issued for the development.
 - F. Coon provided an appraiser with qualifications to the Planning Board. The name of the appraiser was Coleman & Sons Appraisal Group located in Waltham, MA.
 - It was agreed upon by the Planning Board and F. Coon that E. Uriarte would engage an appraiser as well. The two appraisals would be averaged together to determine the fair market value of the lot selected by CME. The appraisals will be paid by CME.
 - F. Coon noted that he would need Andrew Bendetson (CME) to agree as well.
 - The Planning Board directed E. Uriarte not to issue further certificate of occupancies until the money is donated to the Affordable Housing Trust.
 - **M. Sprague motioned that the Planning Board accept money in lieu of a lot to be donated towards the Affordable Housing Trust. 2nd by E. Neyland. All in favor 4/0/0.**
 - **M. Sprague motioned to have E. Uriarte and CME each contact an appraiser. The two appraisals would be averaged together to determine the fair market value of the lot. 2nd by E. Neyland. All in favor 4/0/0.**
 - **M. Sprague motioned to allow CME to alternatively choose the appraiser selected by the Town. 2nd by E. Neyland. All in favor 4/0/0.**
 - Time Extension for Road Construction
 - Condition No.10 of the Covenant indicates that the road construction shall be completed by June 30, 2016 or by a later date as approved by the Planning Board and agreed upon by the developer (otherwise the approval is rescinded).
 - The Definitive Subdivision Approval allows up to six years for road completion after construction commences (which started in 2010).
 - Approximately 4,380 ft. out of 7,280 ft. of road has been built (portion of Mill Pond, all of Cider Circle and Old Stone Circle). Approximately 2,900 ft. remains which includes the entrance off of Century Mill Road.
 - F. Coon indicated that Phases 1 and 3 still needed to be constructed. Significant cuts are required to layout the road. Blasting will need to be conducted to remove ledge. Lot inventory on Old Stone Circle (RD C) is low. CME plans to begin blasting in Phase 1 next month.
 - The Planning Board discussed the construction of the roads with Fred Hamwey. They reviewed the proposed wetland crossing in Phase 3.
 - Conservation Commission approved a temporary crossing for blasting.

- F. Coon indicated that the lots in Phase 3 are owned by three other owners. The owners are required to pay for the road construction and can choose to have another company build the roads. However, CME can direct the owners when to build the road.
- The Planning Board discussed extending the road construction by three months to have CME come up with a plan/schedule for completing the roads. The Board indicated a shorter duration may help to keep construction of the roads moving forward.
- F. Coon thought the road construction was already extended to 2017 by the Extension of the Definitive Subdivision Approval. E. Uriarte indicated that the Extension was for a zoning freeze in accordance with the State Zoning Act and Subdivision Control Law. F. Coon will contact Alan Shocket (CME's Attorney) for further review.
- The Planning Board will need a letter from CME stating they agree with the date of the extension to complete the roads.
- Administrative
 - Design Review Board Appointment – Jonathan Keep
 - E. Uriarte discussed with Don Lowe (Town Administrator) the possibility of Jonathan Keep, a Board of Selectmen Member, being appointed to Design Review Board. After further review of the town bylaws and State Ethics Commission, there did not appear to be any conflict as long as the Board of Selectmen did not appoint or rule over the Design Review Board.
 - M. Sprague indicated that as a member of the Board of Selectmen, J. Keep would have an opportunity to review projects through site plan review.
 - To be fair, the Board felt that the open position should be advertised to all residents outside of the Board of Selectmen. E. Uriarte will advertise in the Bolton Independent.
 - **E. Neyland motioned to have a five member Design Review Board through the current term until ATM 2017. The open position will be advertised for one month. If no residents come forward, the Board will then appoint J. Keep. 2nd by M. Sprague. All in favor 4/0/0.**
 - Worcester Registry of Deeds Signatures
 - The Planning Board filled in the signature form for the Worcester Registry of Deeds.
 - Planning Fall Schedule 2016
 - Planning Board approved the fall schedule for 2016. Next meeting date will be September 14, 2016. The Board will continue to meet the 2nd and 4th Wednesdays of the month.
 - Planning Board Associate Member
 - E. Neyland relayed that Adam Check, a potential candidate, no longer was interested in the Associate Member.
 - The Planning Board would like to appoint Peter Driscoll. The Planning Board and Board of Selectmen will vote separately to appoint him.
 - **E. Neyland motioned to appoint Peter Driscoll as the Associate Member to Planning Board contingent upon Jon Ricci, current Associate Member, submitting his resignation to the Town Clerk. 2nd by M. Gorr. All in favor 4/0/0.**

M. Sprague moved to adjourn the Planning Board meeting at 8:55 PM. 2nd by E. Neyland. All in favor 4/0/0.