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TOWN OF BOLTON - PLANNING BOARD MINUTES

Meeting Held at the Town Hall – Board of Selectmen’s Room on **January 27, 2016** at 7:30 P.M.

Members Present: David Yesue (Chairman), Erik Neyland, John Karlon, Jon Ricci, and Danielle Spicer.

Also Present: Erica Uriarte (Town Planner), Sharon Shepela (Solarize Bolton), Jane Moosbruker (Solarize Bolton), Greg Roy (Ducharme & Dillis Civil Design Group, Inc.)

Call to order: 7:35 P.M.

- Hearings
 - None.
- Business
 - Solarize Bolton, Sharon Shepela and Jane Moosbruker
 - Solarize Bolton was designated as a town committee by Don Lowe, Town Administrator.
 - Solarize Bolton is seeking support from the Planning Board for their application to the Massachusetts Clean Energy Center (MassCEC) for grant money to support an RFP to select a single installer for residential and small business solar. Also seeking support from other boards/committees, schools, churches, etc.
 - By allowing a single installer into Bolton, the installer agrees to start prices below retail price (economy of scale). The program is a tiered system based on number of kW hours installed. The higher the number the greater the tier and lower the installation cost. A good example is the Town of Harvard who was part of the pilot program.
 - To date, Solarize Bolton has received over 120 responses in support of the initiative. Conducted survey on Survey Monkey and correspondence via solarizebolton@gmail.com.
 - Once the grant application is approved, Bolton will be considered a solarized Massachusetts community and Solarized Bolton will put out an RFP. The group will work to educate the public on the advantages of going solar with help of the grant money (solar 101 meeting at Florence Sawyer School). An installer will be selected and a solar 102 meeting will occur with the installer and residents.
 - Interested residents will need to qualify for solar (south or east facing roofs, location of trees, etc. – 25% of homes will qualify). The installations can also be ground mounted. The selected installer will conduct a Google Earth search of home then visit the site. If it is a good candidate for solar, the installer will provide a proposal for installation. 80% of the available light will need to be captured in order to qualify for funding. The more people sign up, the lower the cost for installation (higher the tier level).
 - There will be a five month sign up period starting in May 2016.
 - Tax Incentives Include a federal Income tax deduction of 30% of cost of installation and a state income tax deduction of \$1,000.
 - Solar renewable energy credits (SRECs) are good for 10 years.
 - Residents can expect to pay off the cost of installation within 4 to 6 years.
 - DOER also provides loans to go solar.

- **J. Karlon motioned to support the Solarize Bolton initiative. 2nd by E. Neyland. All in favor 5/0/0. The Board signed a letter in support of Solarize Bolton as part of their application to MassCEC.**

- Houde Realty Trust, 470 Main Street (Parcel 4.D-29), Greg Roy (Ducharme & Dillis) - Special Permit for Commercial Building
 - The Planning Board closed the public hearing for Special Permit on December 9, 2015.
 - G. Roy presented the additional edits to the site plans and stormwater report.
 - The stormwater revisions were finalized and included in the report. Hamwey Engineering, Inc. (peer reviewer) signed off on the report as indicated in Fred Hamwey's email dated 1/27/16.
 - D. Spicer will also review the final report. **A condition regarding the stormwater report will remain in the permit to allow for D. Spicer's review.**
 - The site plans were revised to include a schedule for light fixtures, design for the fire cistern (to be fed by existing well) and to show the culvert (30" or 36") located near the property flowing underneath Main Street.
 - F. Hamwey reviewed and provided edits to the design of the fire cistern. The Fire Department will also have to approve the design. **The fire cistern will remain a condition in the permit.**
 - The sidewalk along frontage shown on the landscape plan cannot be extended beyond the culvert since the property beyond the culvert is owned by the neighboring property (gas station – Kane properties).
 - Michelle Tuck from Tuck & Tuck Architects submitted a draft lighting schedule (when lights will be turned on/off/dimmed) in email dated 1/27/16. Since the Applicant has not selected the tenants for the building, it is undecided if all of the outdoor lights can be turned off overnight or if some of the lights will need to remain on and dimmed. **The final light schedule will remain a condition in the permit requiring approval from the Board prior to a certificate of occupancy.**
 - The Planning Board reviewed the draft Special Permit language. The Board agreed to add a condition that if a dumpster is required at 470 Main Street separate from the existing dumpster located at Country Cupboard (476 Main Street), the applicant will return to the Board and seek approval for the location and screening of the new dumpster.
 - **E. Neyland motioned to approve the Special Permit for 470 Main Street contingent upon adding a condition in the permit requiring the applicant seek approval from the Board to locate and screen a new dumpster at 470 Main Street if the existing dumpster at Country Cupboard is no longer shared. 2nd by J. Karlon. All in favor 4/0/0.**

- Planning Board reviewed ATM Warrant Articles 2016.
 - As-of-Right Solar Photovoltaic Renewable Energy Installations Overlay District.

- The Board reviewed GIS maps of municipal owned property to determine viable locations for the overlay district. The following parcels were reviewed in detail:
 - Parcel 5.A-11: Old Landfill/Town Gravel Pit
 - Ideal site conditions (no clearing, gravel pit, 8.06 acres)
 - No wetlands
 - Town would like to lease this property for solar; issued RFP
 - One phase power on Forbush Mill Rd (ideal is three phase)
 - Gas line runs through rear of property
 - Parcel 5.A-19: Parcel next to Landfill
 - Wooded and sloped site (1% to 3%); requires clearing
 - 11.38 acres
 - Wetlands towards front of property; would require Con Com approval
 - Gas line runs through rear of property
 - One phase power on Forbush Mill Rd (ideal is three phase)
 - No surrounding residential homes, adjacent to gravel pit
 - Parcel 4.C-38: WWTP & Cell Tower Parcel
 - Wooded site; requires clearing
 - 49.18 acres
 - Electrical utility easement running through portion of property
 - WWTP located on parcel; potential to install solar panels over leaching field or reserve field
 - Access from Route 117; three phase power
 - Wetlands through property; might require approval from Con Com
 - NHESP Estimated & Priority Habitat located on property
 - Cell Tower located near property – any impact on panels or vice versa?
 - Parcel 1-43: Florence Sawyer Elementary School
 - Access from Route 117; three phase power
 - 19.76 acres
 - Wooded portion of site; requires clearing
 - The school may need the property for future expansion
 - NHESP Estimated & Priority Habitat located on property
 - Parcel 6.A-37: Town Land off of Route 117
 - Site is an open field; no clearing
 - 2.31 acres
 - No wetlands
 - Access to Route 117; three phase power
 - Gas line runs through property
 - Visual negative impact to Route 117 and surrounding residential homes
 - Parcel 4.B-18: Parcel off of West Berlin Rd

- Wooded site; requires clearing
 - 4.13 acres
 - No wetlands
 - Three phase power to be provided on Wattaquadock Hill Rd
 - Parcel 6.D-48: Parcel off of Corn Rd
 - Wooded and sloped site (1% to 3%); requires clearing
 - 2.63 acres
 - No wetlands
- **The Board agreed to include Parcels 5.A-11, 5.A-19, and 4.C-38 in the As-of-Right Solar Photovoltaic Renewable Energy Installations Overlay District. E. Uriarte will update the article.**
- Amend Section 250-13.F.(1) and add Subsection 250-13.F.(4) of Dimensional Regulations to require a maximum building height for residential use.
 - E. Uriarte recommended the Board consider pulling this article until further research could be conducted (more extensive review of other town residential building height requirements) and to come to an agreement with the Fire Department on the maximum building height.
- Amend Section 250-17.B.(3)(a) and 250-17.B.(5)(a)[10] of Driveways and Parking.
 - This bylaw requires recertification of driveway bridges to AASHTO standards to ensure bridges can handle load from emergency vehicles.
 - The Board reviewed the five bridge locations shared in an email from Fire Chief Mentzer dated 1/25/16.
 - Common Driveway at 287, 291 and 295 Harvard Road
 - 291 Hudson Road
 - 921 Main Street
 - 25 Manor Road
 - Common Driveway at 11, 15, 19, 23 and 27 Millbrook Lane
- Amend Section 250-27.L.(1)(a) of Inclusionary Housing.
 - **E. Uriarte to research revised language for the fee-in-lieu-of-units. The Board feels the current language is ambiguous. Is the fee to be set based on the constructed affordable unit? How does this address fee-in-lieu of land?**
- Administrative
 - None.

E. Neyland moved to adjourn the Planning Board meeting at 8:58 P.M. 2nd by J. Karlon. All in favor 5/0/0.