

PLANNING BOARD MINUTES

DATE: February 14, 2013
TIME: 6:00 P.M.
PLACE: Large Meeting Room
FOR: Regular meeting
PRESENT: Jonathan Hankin, Chairman; Ethan Culleton
Brandee Nelson, Associate Member
Chris Rembold, Town Planner

Mr. Hankin called the meeting to order at 6:00 P.M.
Mr. Hankin elevated Ms. Nelson to a voting member.

FORM A'S:

There were no Form A's presented.

MINUTES: JANUARY 31, 2013

The Board passed over the minutes of January 31, 2013

SITE PLAN REVIEW & SPECIAL PERMIT: VERIZON

The Planning Board had a Site Plan Review application for Verizon New England, 9 School Street.

Rich Gallogly was present for Verizon. He began the presentation saying that Verizon proposes to create 7 new parking spaces for at total of 12 parking spaces at the site. He said the increase in the impervious surface has triggered the need for a special permit from the Selectmen to work in the Water Quality Protection District.

Engineer Forrest Lindwall was present on behalf of Verizon. He said a 10x20 foot shed would be added to the site. He discussed the drainage. He said there is an existing dry catch basin on the site and the existing driveway will remain. A bituminous berm will be added to collect everything in the parking lot and push it into a water quality protection system and two dry wells. There are trees and a green area that will also help collect the water.

Mr. Hankin asked about the run-off from the roof.

Mr. Lindwall said there is already a collection system for the roof that has a 6 inch PVC pipe that drains into the catch basin.

Mr. Hankin said the roof water will also be treated.

Mr. Lindwall said yes.

Ms. Nelson asked Mr. Lindwall if he had any sense of the infiltration capacity of the soil in this area.

Mr. Lindwall said he did not. He said the function of the dry well at the bottom of the catch basin works well. He will add an outlet pipe from the catch basin to the treatment system. The basin takes everything now, but he will rework it and add some stone around the basin to provide additional infiltration area. He may pour a bottom in the catch basin.

Mr. Hankin and Ms. Nelson agreed that a bottom should be poured in the catch basin, so that all runoff would be treated.

Donald Ambrosio, Landscape Architect, was present on behalf of Verizon to discuss the landscaping plan. He said there is a wooded area behind the building. A couple of new trees, honey locusts, will be added at the driveway entrance along with smaller shrubs, like rhododendrons.

Mr. Rembold said the Tree Committee will be making a suggestion of the types of trees.

Mr. Ambrosio said they have agreed to replace the dead tree on the School Street side of the building. Mr. Ambrosio said a new shed, 10x20 feet and an 8 x10 foot dumpster, will be located in back of the building near the woods. He said the dumpster would be located near the shed and will be shielded by a 6 foot high fence. He expects the shed to be brown and the fence would be chain link with slats either green or brown in color.

Mr. Ambrosio said there is a grass strip between Verizon and Qwik Print. Three exterior wall pack lights with motion sensors would be installed on the building to light the parking area for employees to access the shed and their work vehicles.

Mr. Hankin asked what the light source would be.

Mr. Ambrosio said the light source would be halogen.

Mr. Hankin asked that horizontal cut-offs be installed and there will be no light spill onto the abutting properties.

Mr. Hankin said there could be a request for the parking to be screened from abutters. There are no abutters present so that could come up at the next level of this process.

A representative of Verizon said there should not be a headlight issue with the abutters because the trucks would be backed into the parking spaces.

Ms. Nelson said that the curbing on the north side of the building must be returned toward the building. She asked about access to the dry well top.

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Mr. Gallogly said there is a manhole frame and cover. He also stated he had done a quick calculation on roof runoff volume and two larger size drywells (10 feet in diameter) accommodate the roof runoff.

Mr. Rembold asked if the level of activity would increase substantially at the site.

The Verizon representative said maybe a little. He said the employees stop at the site about 7:30 A.M. to get their assignments and their vehicle then they leave for the day returning about 4:00 P.M.

Mr. Rembold asked if that was typical business day operations.

The Verizon representative said yes, unless there is a storm or emergency that would require someone to come in at an off time. Even then, they would get their assignment and leave.

Mr. Culleton suggested an additional tree at the north corner for additional screening.

Mr. Hankin said the Board would go through the Site Plan Review criteria then make a recommendation to the Selectmen on the Water Quality Protection District special permit. He said at present there is no water quality protection, but this will add some.

The Board discussed the following conditions:

A tree will be added to the north corner of the property.

The dry wells' size will be increased to 10 feet in diameter and the bottom of the existing catch basin will be closed.

The curbing at the north corner will be returned toward the building.

The dead tree on the south corner will be replaced with something the Tree Committee agrees with.

The dumpster will be screened with a chain link fence and vinyl slats.

There will be no more than three wall light packs with motion detectors, horizontal cut-offs and there will be zero foot candles at the property line.

Mr. Gallogly said there will be a maintenance plan for the stormwater system. The sediment in the catch basins will be cleaned and maintained once a year and the parking lot will be swept two times a year in the spring and fall.

Ms. Nelson asked if that plan would be filed with the Town.

Mr. Rembold said it would be filed with the Building Inspector.

Ms. Nelson made a motion to approve Site Plan Review with the conditions listed, Mr. Culleton seconded, all in favor.

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Mr. Culleton made a motion to send a favorable recommendation to the Board of Selectmen for Verizon New England for work in the Water Quality Protection District.

Ms. Nelson added that we are happy that the applicant is treating not only the water on the new impervious surface but also the existing impervious surface on the site which is a good thing for water quality.

Ms. Nelson seconded, all in favor.

TOWN MEETING ISSUES:

Mr. Hankin said Mr. Rembold had drafted two articles to be sent to the Selectmen for the Annual Town Meeting warrant. One article is to make a change to the Design Advisory Committee membership.

The second article would be for the Town to adopt the "Mullin Rule" allowing board members to participate in public hearings even if they miss a hearing but are able to review the meeting that was missed and certify as such to the town clerk.

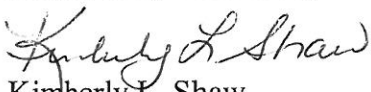
The Board agreed that the articles should be sent to the Board of Selectmen to be included in the warrant.

TOWN PLANNER'S REPORT:

Mr. Rembold said the on line mapping service he had discussed previously was now live. He said it is a super tool. He said a press release will be prepared to promote this new tool.

Without objection, Mr. Hankin adjourned the meeting at 7:49 P.M.

Respectfully submitted,



Kimberly L. Shaw

Planning Board Secretary