

*Matthew J. Hayes, P.E., Chairman
Karyl Spiller-Walsh
Andy Rodenhiser
Alan DeToma
Cranston (Chan) Rogers, P.E.*

**MINUTES
PLANNING BOARD MEETING
May 3, 2005**

PRESENT: Karyl Spiller-Walsh, Matthew Hayes, Andy Rodenhiser, and Alan DeToma

ABSENT WITH NOTICE: Chan Rogers

ALSO PRESENT: Susan Affleck-Childs, Planning Board Assistant; Gino Carlucci, PGC Associates

Meeting called to order at 7:32 pm

MATT HAYES – I would like to welcome Andy Rodenhiser to the Board.

ANDY RODENHISER – I want to learn. Please correct me if I am wrong and support me when I am right. Is there a mission or philosophy to guide us?

MATT HAYES – The master plan is the guideline. We are looking to update it. That will be one of the biggest orders of business this year.

ANDY RODENHISER – Given the present situation we (the Town) find ourselves in, I am under the impression that commercial development is important in the appropriate places. Do you feel the zoning ordinance is in the proper place to support that or does additional work need to be done?

MATT HAYES – We are always looking for ways to enhance that. First, we looked at the Adaptive Use Overlay District area and now we are looking at ideas for the Commercial I district.

Gino Carlucci – Approving the business improvement financing article on the warrant (for the 2005 annual town meeting) is one of the biggest things we can do.

MATT HAYES – What is the schedule for that?

Gino Carlucci – If the article passes, it will probably be 2 years between passage and construction.

ALAN DETOMA – What is the issue?

ANDY RODENHISER – There is not sufficient water for processing sewage. Giant areas are needed for septic systems. .

Gino Carlucci – A good example is the Conroy building, 160,000 sq. ft. on Alder Street. It is empty. They could get tenants for O and D but they are limited to the # of people to put in the building because of sewer limitations.

ANDY RODENHISER – There is concern when an industrial area is in a water protection district.

ELECTION OF OFFICERS & BOARD APPOINTMENTS

MATT HAYES – As vice-chairman last year, I am acting chairman right now. The Town's consulting engineer is VHB and I work for VHB. I am concerned about a conflict of interest. I am not necessarily withdrawing my name, but I don't think it is necessarily in the best interest of the PB for me to serve as chairman. I have been recusing myself from all votes on authorizing payments to VHB.

ANDY RODENHISER – Where is the conflict?

KARYL SPILLER-WALSH – Maybe there can be some mechanism for you to automatically recuse yourself.

MATT HAYES – I did discuss my concerns with state Ethics Commission. They seem to feel it would have the appearance of a conflict, which one should try to avoid.

Susy Affleck-Childs – The PB chairman also has to be a public advocate for the PB budget.

ALAN DETOMA – Mr. Paul DeSimone could make it an issue.

ANDY RODENHISER – Is it possible that for Susy Affleck-Childs to interact with VHB instead of the chairman?

ALAN DETOMA – What about a vice chair to deal with invoices? That would be easy. It is the ongoing communication with VHB that may be difficult.

Susy Affleck-Childs – The PB Chairman is essentially a department head.

KARYL SPILLER-WALSH – I think it would be advantageous for the PB for you to serve as chairman. Philosophically, we have all pretty much been on the same pages with no real conflict. I wonder if that will continue. I see VHB as not a primary issue, but you have to be comfortable with it.

MATT HAYES – The conflict is pretty much financial.

ALAN DETOMA – Put aside the VHB thing, and look at this from a logical standpoint. Does it really make sense to have a rookie running the chair, with all due respect to us three (Alan, Andy and Chan)?

KARYL SPILLER-WALSH – There are so many nuances and so much history. Being there for a few years really does help.

ALAN DETOMA – I am a year into this and I don't know all about it. I would have to look it up. The other issue is the time commitment. I cannot give it. It would not happen. I would be a failure to the board.

KARYL SPILLER-WALSH – I feel logistically that I cannot serve because of my limitations – lack of clerical skills, no email, etc.

ANDY RODENHISER – I had a long conversation with Dan Hooper. We talked for a couple of hours. Dan has a lot of respect for you, Matt. I have listened to him over the years and I have come to respect him. I don't have a problem with you serving as chairman.

MATT HAYES – I will talk with the state Ethics Commission again over the next week.

Note – The Board reviewed options for board/committee liaisons and agreed to delay making appointments until the full board was present.

ANDY RODENHISER – What about all the 40B projects that are before the town?

KARYL SPILLER-WALSH – As our rules and regs get more restrictive, developers are choosing to go that route.

ANDY RODENHISER – Can we create zoning that can only be used for affordable housing developments?

KARYL SPILLER-WALSH – We can buy land.

MATT HAYES – Inclusionary zoning is being looked at (Affordable Housing Study Group).

Gino Carlucci – If a community has a plan to get to the 10% and each year you get a ¾ % increase, you are immune to 40B applications.

ALAN DETOMA – It is the freedom of not having to follow the rules of the Town that is appealing to the developers of 40B projects.

Consideration of Release of Granite Woods Landscaped Island Bond

Susy Affleck-Childs – Wally Frink contacted the board to request release of the bond being held for the landscaped island. Mark Louro did an inspection and found that some azalea bushes are dead and there is a crack between the curbing of the island and the street.

A motion was made by Alan DeToma, seconded by Andy Rodenhiser to release the bond for the landscaped island once the dead azaleas are replaced and the joint around island is repaired to the satisfaction of Dave D'Amico/DPS. The motion passed.

AUOD Rules and Regulations – Status

Gino Carlucci has done revisions. Susy Affleck-Childs needs to review and finalize.

Development Guidebook

Gino Carlucci - Here is an outline of the Development Handbook. It will be written mostly from a business perspective.

MATT HAYES – What do you envision the end product to look like?

Gino Carlucci – 10-12 page document total with individual pages that could stand-alone and a table listing all the permits.

ALAN DETOMA – This is a wonderful concept, even for new members coming onto the PB.

ANDY RODENHISER – The friendlier we make it, the easier it is.

MATT HAYES – Our goal is to get some things completed before the end of this fiscal year such as this Development Handbook.

ANDY RODENHISER – We have talked about the proposed Development Council. Maybe each board could just sketch it out and put it on paper?

Gino Carlucci – Actually, I was going to do it in the reverse. Many of the boards work from state laws, so the process is pretty much the same in each town. I would do a draft and ask them to review and edit it.

ALAN DETOMA – Let's strive to use up that money during this fiscal year.

MATT HAYES – When will you have something more concrete to show us?

Gino Carlucci – At next week's meeting. (May 10th).

MATT HAYES – I would also like to see some ideas for updating the master plan. Would you please put some notes together on that?

KARYL SPILLER-WALSH – Remember when the master plan was done before? They did a survey and there was such a big response. Maybe we should do a questionnaire to mail out or give out at town meeting.

ALAN DETOMA – Do we have any new questions that we could add to that list and let people fill in and add room for other comments? Sort of a targeted list with ideas. We need their help to prioritize.

MATT HAYES – The master plan is available on line.

ANDY RODENHISER – We could show the results from the 1999 survey.

MATT HAYES – I envision this as an on-line survey so the results could be more easily compiled.

KARYL SPILLER-WALSH – You need some kind of initial incentive to get people to fill it out.

ANDY RODENHISER – There is PRIDE Day coming up and the BOS is talking about having a booth. Maybe we could set something up at PRIDE DAY.

KARYL SPILLER-WALSH – I would suggest getting a few really pertinent issues to instigate some questioning in people's minds.

ANDY RODENHISER – We could also celebrate our accomplishments in implementing some of the master plan action items.

KARYL SPILLER-WALSH – We need something sort of interesting and easy for people to participate in a survey.

Gino Carlucci – In preparing the Community Development Plan for EO 418 certification, I did go back and note what has been accomplished of the goals and actions from the 1999 master plan.

Low Impact Development Workshop

Susy Affleck-Childs – This should be a good session on May 16th. I have registered for 3 of us to attend. Please let me know if you want to go.

Planning Board Directions – FY 06

NOTE – The board quickly reviewed the 5-3-05 Ideas for Discussion and agreed to wait until the full board was present.

MATT HAYES – The idea to have a use and dimensional tables in the zoning bylaw is a good one. Let's do it now and have Gino prepare it.

Pine Meadow II Preliminary Plan – Set Fees

Susy Affleck-Childs – We have received a revised plan from Matthew Barnett for this project. It was submitted April 26, the day you adopted the new subdivision rules and regs. Since we have already collected filing fee monies from them on the first plan, how do you want to handle the fees for this version? He still owes us some plan review money from the first application.

KARYL SPILLER-WALSH – The PB wasted a lot of time with this applicant (the first time around.) We carried them over. Nobody gave them a definitive direction of what we thought were going to be the findings.

ALAN DETOMA – I think they chose to keep their plan illusive enough with hints, suggestions, and hidden agendas such that we didn't know where they wanted to go. They chose to continue the process.

KARYL SPILLER-WALSH – It was a ruse on their part to try to push us further into doing the dead end.

ALAN DETOMA – They were trying to muscle us and strong arm us.

KARYL SPILLER-WALSH – It was a Mickey Mouse presentation.

Gino Carlucci – You voted to deny the waiver on the dead end road a long time before the final vote was taken.

ALAN DETOMA – If we wanted to do a kind gesture to be considerate, I might be amenable to waive the filing fee. But we do have expenses, right?

NOTE - It was agreed to go ahead with the \$500 filing fee for the Pine Meadow II Preliminary Plan and to review it based on the “old” rules and regulations. The outstanding plan review fees must be paid in full.

10 Walker Street ANR – Discussion with Bob Speroni

Susy Affleck-Childs – Bob Speroni stopped by to visit after reading our decision on the Pavlik ANR for 10 Walker Street. He feels the PB has overstepped its boundaries in making a frontage determination. He believes that is his authority. It was not a pleasant discussion. I have drafted a written response to his concerns that I would like you to look at.

NOTE – The Board reviewed the memo and provided some good editing suggestions.

MATT HAYES – I will follow-up with a call or visit to Bob Speroni.

133 Site Plan Modification – Fee

Susy Affleck-Childs – We have been contacted by Dick Steinhoff who wants to modify the site plan for 133 Main Street. As this is such a small project, I need some guidance on what fee we should charge. The standard site plan modification fee is \$500.

ALAN DETOMA – So the options are to make him pay or waive it?

ANDY RODENHISER – I say we should charge the full \$500. Susy wouldn't have to do the work if the modification didn't exist.

NOTE – Karyl Matt and Alan agreed the filing fee should be reduced to \$250.

*Minutes of May 3, 2005 Planning Board Meeting
Approved- June 21, 2005*

FINCOM Meeting – May 4, 2005 re: 2005 Annual Town Meeting articles

MATT HAYES - I will plan to attend the FINCOM meeting on 5-4-05.

***A motion was made by Alan DeToma, seconded by Andy Rodenhiser, to adjourn the meeting.
The motion passed unanimously.***

The meeting was adjourned at 10:15 pm

Respectfully submitted,

Susan E. Affleck-Childs
Planning Board Assistant