

MINUTES  
MILLBURY PLANNING BOARD

RECEIVED  
TOWN CLERK

The regularly scheduled meeting of the Millbury Planning Board was held on Monday, May 12, 2014, at 7:15 p.m. in the Municipal Office Building, 127 Elm Street, Millbury, MA.

11 OCT 22 PM 2:20  
MILLBURY, MASS

Present: Jeff Markarian, Richard Gosselin, Paul Piktelis, Michael Georges, Edd Cote

**Reorganization:**

Chairman Richard Gosselin stepped down.

Town Planner accepted nominations for chairman. Paul Piktelis nominated Richard Gosselin to the position of Chairman, seconded by Jeff Markarian, motion carried unanimously.

Town Planner accepted nominations for the position of Vice-Chairman. Michael Georges nominated Paul Piktelis to the position of Vice-Chairman, seconded by Edd Cote, motion carried unanimously.

Town Planner accepted nominations for the position of Clerk. Paul Piktelis nominated Jeff Markarian to the position of Clerk, seconded by Edd Cote, motion carried unanimously.

Representative to Central Mass Regional Planning Commission: Paul Piktelis nominated Richard Gosselin, seconded by Jeff Markarian, motion carried unanimously.

Earth Removal Board: Mr. Gosselin indicated that Anna Lewandowski was willing to serve as the Planning Board's designee to the Earth Removal Board. Richard Gosselin nominated Anna Lewandowski, seconded by Paul Piktelis, motion carried unanimously.

ANR Registry of Deeds signatures: The Board agreed to require 3 or more signatures for ANR plans.

Chairman Gosselin declared a five minute recess.

**Meeting cancellation:** Motion by Edd Cote, seconded by Paul Piktelis, to cancel the regularly scheduled meeting of Monday, May 26, 2014, motion carried unanimously.

**7:30 p.m. Vassar Estates – Public Hearing to Extend Construction Deadline & Multi-family Special Permit**

Clerk Markarian read the public hearing notice. He also read letter dated April 18, 2014, from the applicant requesting a three year extension.

Town Planner Connors advised that the Definitive Plan does not expire until April 14, 2015. The Board has the option to extend both the Definitive Plan and the Special Permit.

Edd Cote asked if any work has been done. Mrs. Vassar stated that research as to price and contractors has been completed. No site work has begun. He asked if there were any significant changes to the zoning bylaw, Ms. Connors advised that the Stormwater Bylaw is now in place, but the Definitive Plan addressed this, and there are no significant changes that would impact this project.

Ms. Connors advised that a special permit requires action within 18 months, but the permit extension act granted an additional four years.

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Ms. Vassar advised that the sewer and water connections have to come from across the street, which will be very costly.

There was no public comment.

Motion by Jeff Markarian, seconded by Edd Cote to close the public hearing. Motion carried unanimously.

Motion by Jeff Markarian to modify the Multifamily Special Permit to grant a thirty-six (36) month extension to commence substantial use or construction of the improvements, as specified in Notice of Decision originally granted by the Planning Board on October 20, 2008, for premises at Lot 2, Vassar Drive, seconded by Paul Piktelis, motion carried unanimously.

Motion by Jeff Markarian, seconded by Paul Piktelis, to grant extension to May 12, 2017, motion carried unanimously.

**7:45 p.m. Eastview Acres Performance Guarantee & Discussion of Waivers**

Bob Vigneau addressed the Board. Applicant requests release of lots 6, 7, & 14.

Mr. Gosselin would like the wording changed from a bond.

Mr. Gosselin suggested creating a new document changing surety amount and name of document. Mr. Vigneau suggested that lots 8 – 13 would be part of Phase II. Phase I would include lots 6, 7, and 14.

Mr. Vigneau stated that the work has been inspected by Aquarion, and he would be able to obtain an approval letter from Aquarion and from National Grid.

Mr. Vigneau advised that an offer has been accepted on Lot 6 contingent on the Board releasing this lot from the covenant. Because the next meeting has been cancelled, he asked that the Board release the covenant and Town Planner would hold until Board is satisfied that paperwork has been completed.

Motion by Jeff Markarian, seconded by Paul Piktelis, to accept the Performance Guarantee in the amount of \$371,258, to guarantee completion of Phase I shown in cost estimate of September 24, 2010, and May 6, 2014, while giving credit to items completed in the May 12, 2014 engineering review, subject to verification that the water line and the electric conduit has been installed as credited in the May 12, 2014 cost estimate. Motion carried unanimously.

Motion by Jeff Markarian, seconded by Paul Piktelis, to release lots 6, 7, and 14 from covenant recorded in the Worcester District Registry of Deeds in Book 43344, Page 238.

Release is conditional upon town counsel acceptance of the performance guaranty in the amount of \$371,258 which would assume the original bond amount plus 20% contingency factor for Phase II. Lot release will be held by Town Planner until satisfactory. Motion carried unanimously.

**Discussion of strategy for Reviewing Engineering proposals**

Sixteen firms requested the proposal, 3 were submitted. The Tighe & Bond contract expires on June 30, 2014.

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In the past the Town Planner prepared a scoring system, each member went through the proposals individually then met as a group, each company had an overall score, and the top 3 were interviewed. The Board then looked at the price proposals.

**Other Business:**

Ms. Connors expects Casa Verde Subdivision to be filed tomorrow, and the applicant will want to be on the June 9 meeting.

RFP forms will be sent to Board members, the three interviews will be scheduled for the June 9 meeting. (20 minutes each) Decision will be made on June 23, 2014.

**Updates:** letter from architectural access Board approved waiver for Fidelity Bank, they can build the sidewalk in front of the apartment building.

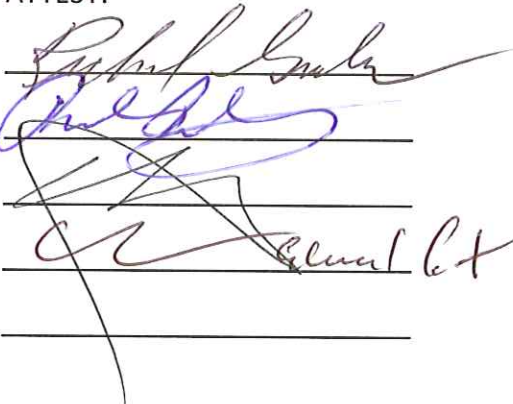
**Adjournment:**

Motion to adjourn by Jeff Markarian, seconded by Paul Piktelis, motion carried unanimously. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Susan M. Dean

ATTEST:

The ATTEST section contains four horizontal lines. The first line has a signature that appears to be "Susan M. Dean". The second line has a signature that appears to be "Paul Piktelis". The third line has a signature that appears to be "Jeff Markarian". The fourth line has a signature that appears to be "C. [unclear]".



# TOWN OF MILLBURY

DEPARTMENT OF PLANNING & DEVELOPMENT

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## PLANNING BOARD AGENDA May 12, 2014

- 7:15 p.m. Reorganization
- 7:30 p.m. Vasser Estates – Public Hearing to Extend Construction Deadline & Multi-family Special Permit
- 7:45 p.m. Eastview Acres Performance Guarantee & Discussion of Waivers

### Other Business:

- Discuss Strategy for Reviewing Engineering Proposals – Proposals Due May 9<sup>th</sup>
- Cancel May 26<sup>th</sup> Meeting – Memorial Day
- Mail, Minutes, Vouchers
- All business not reasonably anticipated to be discussed

Subject to Change