

**TOWN OF STOW
PLANNING BOARD**

Minutes of the August 5, 2008, Planning Board Meeting.

Present: Planning Board Members: Ernest E. Dodd, Laura Spear and Kathleen Willis

Associate Member: Bruce E. Fletcher (Voting Associate)
Tory Fletcher (Non-Voting Associate)

Planning Coordinator: Karen Kelleher

The Meeting was called to order at 7:00 p.m.

CORRESPONDENCE

Changes to Massachusetts Stormwater Management Standards – Members were provided with an outline of the changes to the Massachusetts Stormwater Management Standards. Laura Spear noted that the new standards require 44% TSS removal at the source and doesn't know how applicants now before the Board can comply. Members noted it is good to see there is a checklist included in the update.

Laura Spear noted that the DEP representative that spoke at a conference she attended suggested cross requirements, such as including Conservation Commission requirements, in decisions.

PUBLIC INPUT - None

PLANNING BOARD MEMBERS' UPDATES

Land Use Task Force – Kathleen Willis reported that the Land Use Task Force should have a report ready before Town Meeting.

COORDINATOR'S UPDATE

Karen Kelleher reported on ongoing activity in the Planning Department:

Request to Broadcast Planning Board Business Meetings – Karen Kelleher attended a Concerned Citizens for Stow meeting to provide an update on Lower Village Planning efforts. She also explained the Planning Board's meeting schedule so they understand that the Planning Board's business meetings do not conflict with the Board of Selectmen's is meeting schedule.

Lew Halprin asked if the Planning Board would be willing to have their business meetings broadcast on Stow TV. Members all feel it would be difficult to follow a Planning Board meeting without having the paperwork. It was also noted that many of the Public Hearings would be difficult to follow because most have many continuances and people would only get snippets of the hearing process. Members did agree that there may be opportunities, such as the shopping center public hearing, that would not require multiple continuances, may be more appropriate. Members agreed that they would be thoughtful of which Public Hearings might be appropriate for broadcast.

Arbor Glen Active Adult Neighborhood – Karen Kelleher reported that Pulte Homes responded to the Planning Board's letter concerning the light fixtures at the Arbor Glen Active Adult Neighborhood. They looked into the situation, and it is being corrected. They have installed night shields on half of the light so far and will complete installing shields on all of the lights within the next week.

Highgrove Estates Preliminary Subdivision Plan

Karen Kelleher reported that Rich Harrington of Stamski and McNary, Inc. requested that the Highgrove Estates Site Walk be postponed because he will be on vacation on August 14th. Members agreed to schedule the site walk for Tuesday, September 2, 2008 at 8:30 a.m. Karen Kelleher will notify Rich Harrington. Kathleen Willis asked Pat Perry if the Conservation Commission would like to join the Planning Board on the site walk. Pat will check with members and get back to Karen tomorrow.

Ernie Dodd said he wouldn't mind having a joint meeting with the Conservation Commission..

Riverhill Estates Subdivision – Karen Kelleher reported that Mr. Collings sent notice to the Conservation Commission that he will be working on the site (outside the wetlands buffer) this week. The Conservation Commission will be scheduling a site walk.

Derby Woods – Karen Kelleher reported that Sue Sullivan is working with the contractor on her concern about the catchbasins intended to direct runoff into Basin # 3.

When Sylvan Road was paved to the binder, only the double catchbasins at the low point were brought to grade and opened to control the potential sedimentation during the initial phases of construction. Those catchbasins direct runoff into the smaller Basin # 3 near Harvard Road, which was easier to maintain for the removal of accumulated silt. Now that more houses have been constructed, it is critical that the runoff be directed into the larger basin by making all of the other catchbasins functional or too much flow will be directed into Basin 3.

Karen will follow up with Sue on the resolution.

WHISPERING WOODS SUBDIVISION (KETTELL PLAIN ROAD)

Members reviewed a memo from Sue Sullivan of Places Site Consultants, Inc. concerning the draft As-built Plan for Kettell Plain Road. Members agreed with her comments and recommendations and will forward them to Inland Survey to update the plan.

Paragraph 2 -

Members agreed to ask Mike Clayton, Supt. Of Streets, to check in the winter for the actual location of the manholes that were paved over and mark them.

Paragraph 5 -

Members agreed to ask Mike Clayton, Supt. Of Streets, if there is a reason why the cape cod berm was not installed in the section of roadway, in front of the Open Space.

Paragraph 4 -

Karen Kelleher reported that Mike Clayton confirmed that he will install a wood guardrail on the culvert/bridge, as shown on the plan.

HILEY MEADOWS ESTATES (CIDER MILL ROAD)

Members reviewed a request for release of lots 1 and 2 of the Hiley Meadow Estates (Cider Mill Road) Subdivision. Karen reported that we are still holding a \$14,000.00 cash performance guarantee and that John Anderson said development of these lots will address the Board's concern about stabilization. Karen also noted that a sidewalk donation is due, prior to issuance of the next building permit.

Ernie Dodd moved to release Lots 1 and 2 of the Hiley Meadow Estates (Cider Mill Road) Subdivision. The motion was seconded by Kathleen Willis and carried by a unanimous vote of three members present (Laura Spear, Kathleen Willis and Ernie Dodd).

WILDLIFE WOODS SUBDIVISION (WOODLAND DRIVE)

Members reviewed a request from Mark White of Bentley Building, to place the top coat of pavement on Woodland Drive from the intersection of Kingland Road to Foxglove Lane, without having the binder sit for one winter. He would be unable to open the roadway to through traffic until the top coat is placed because he wants to keep heavy traffic off the binder at the intersection of Kingland Road and Woodland Drive. Without the topcoat he will be unable to finish the grading of the gravel on Kingland Road and consequently, the binder would be subject to breaking up where it meets the gravel. If the roadway is open to the public, it would result in a decrease in the response time for emergency vehicles for Lake Boon residents. Karen reported that both Sue Sullivan and Mike Clayton are in support of this request. Karen also noted that the Board is holding a performance guarantee, which Mark White is willing to have the town hold through the winter of 2009 and 2010.

Ernie Dodd moved to authorize placement of the top coat of paving on Woodland Drive from the intersection of Kingland Road to Foxglove Lane without having the binder sit for one winter, and to retain the bond for that portion of the road through the winter of 2009 and 2010. The motion was seconded by Kathleen Willis and carried by unanimous vote of three members present (Laura Spear, Kathleen Willis and Ernie Dodd).

COMMONWEALTH CAPITAL APPLICATION

Karen Kelleher reported that she is working on the Commonwealth Capital Application, and one of the requirements to obtain points is a vote of the Planning Board affirming the goals of the Community Development Plan are active. Karen explained that many of the goals in the Community Development Plan are part of the Planning Board's active work plan.

Ernie Dodd moved to affirm that the goals of the Community Development Plan are active. The motion was seconded by Kathleen Willis and carried by unanimous vote of three members present (Laura Spear, Kathleen Willis and Ernie Dodd).

VERIZON PROPOSAL TO COLLOCATE ON THE GLEASONDALE MILL SMOKESTACK

Jim Villariani and Stephen Russell met with the Board to discuss their plans to collocate a wireless service facility on the Gleasondale Mill smokestack.

Jim Villariani stated that they have a signed lease with the owners of the mill and know they need a Special Permit. He said they have had some level of review from the State Historical Commission.

Jim Villariani circulated photos of the existing site showing Sprint and Omnipoint equipment. Verizon's lease area is in front of the building, facing Gleasondale Road, at 110 feet (below Sprint and above Omnipoint). The Verizon facility will have an enclosed natural gas generator. The noise from the generator will be equivalent to that of a light diesel truck. They would like to do a brick façade. Verizon's shelter will be larger than others because they have more equipment and more customers. They can present photo simulations of the shelter showing wood panel or dark color to match the brick. He noted that having a larger shelter can be challenging but is an opportunity to come up with something that will blend with building and screen existing equipment.

Jim Villariani explained that Sprint uses mounting apparatus for four antennas per sector. At this site Sprint only has two mounts for four antennas. Sprint's antenna array is 15' apart. Verizon would like to use four antennas for PCS and cellular coverage. They have a strong desire for the

best coverage in rural areas, and therefore, it is best for a four-antenna array placed horizontally. They can compress the antennas down to ten feet across, and they can be painted similar to other antennas. They do not have information on the conditions of the smokestack at this time. It will be an unmanned facility with natural gas or propane. It should not generate much noise. They still need to have the 10' spacing requirement refined with a civil engineer and construction company. He presented basic simulations, but doesn't think the document shows it justice.

Laura Spear noted the simulation shows a cable tray. Ernie Dodd asked if it is possible to put the cable tray on the other side of chimney. Jim Villariani said he thinks they can if the lease doesn't limit them. Laura Spear noted one of the existing facilities doesn't match the façade well and said that would be important to the Board.

Laura Spear asked what kind of feedback they got from historic organizations when exasperating the structure with more antenna arrays. Jim Villariani said they look for mitigation such as repairing the cupola. Laura said she was thinking more in the lines of trying to lesson the impact of the antenna array.

Ernie Dodd asked if it is possible to make a surface mount. Tory Fletcher noted that the antennas seem thicker than the others. Jim Villariani said they can explore surface mounts. They have worked with tower sites where they have been asked to reduce distance and use less pipe.

Ernie Dodd said damage has been done already. He doesn't want to compound the damage. Jim Villariani said they understand aesthetics is key. Ernie Dodd asked if it is possible to put the equipment on the ground. Jim Villariani said it is best to keep it in a shelter. The options for the shelter could include clapboard. Kathleen Willis suggested perhaps a clapboard structure painted the same color of the cupola.

Laura Spear said aesthetics is very important. Less is more. What we don't see is good. Ernie said that a chimney in Hudson is a good example of surface mounts.

Tory noted that the simulation plan and elevation plans differ.

Jim Villariani said they will be requesting waivers:

- Appraisal - they don't think they need an appraisal.
- Photo simulations – They would only like to submit four of five simulation plans, as once you get out of the valley, the facility won't be visible.

Jim Villariani said, assuming the Board likes the plan they come up with and they have touched all bases, he would like to have a one night public hearing. Laura Spear said it has been the Board's experience that the first session of the hearing is public input and then Planning Board input. It is often difficult to get done in one night. To set expectations, she noted that the more complete the application is, the easier it is to get through the hearing in a timely manner.

Ernie Dodd noted that the Omnipoint application for the church was different because it was hidden inside the steeple.

Tory Fletcher suggested doing something to break up the mass of the shelter.

Jim Villariani said he anticipates filing an application before September. Laura Spear said the Board has a policy to require a complete application or the Board has the right to deny. She also noted that the Board's business meetings are held on the first and third Tuesday of each month and the application must be filed at least three weeks in advance of the hearing date.

STOW SHOPPING CENTER

Members reviewed the draft Special Permit Decision for the Shopping Center. Tory Fletcher suggested changing the requirement to plant Canadian Hemlocks to another species because the Canadian Hemlocks are dying. Members noted that they checked with the Tree Warden, who said Canadian Hemlocks are acceptable. Bruce Fletcher, Tree Warden, said Canadian Hemlocks would survive, if inoculated. It was also noted that if the trees die, they would have to be replaced.

Members agreed to minor changes to the draft. ***Ernie moved to issue the decision, as modified. The motion was seconded by Kathleen Willis and carried by a unanimous vote of three members present (Laura Spear, Kathleen Willis and Ernie Dodd).***

BOXMILL ROAD POLE LOCATION HEARING

Karen Kelleher explained that the pole location hearing is for installation of a pole to bring electrical service to the cemetery for the well that was recently installed. There are no plans for a streetlight. Members agreed there is no need to comment on the proposal.

ANR PLAN, SYLVAN DRIVE (DERBY WOODS) LOTS 9 and 10

Members reviewed an ANR Plan for the Derby Woods Subdivision, Lots 9 and 10 on Sylvan Drive. Karen Kelleher explained the purpose of the ANR Plan is to adjust the lot line adjoining Lots 9 and 10 and the drainage easement on Lot 10 to accommodate the slightly longer dwelling and shorter driveway layout closer to the cul-de-sac. Karen forwarded the plan to Sue Sullivan, the Board's Consulting Engineer, to review the adjusted drainage easement, and she is coordinating the change in drainage with the Applicant's engineer. Karen Kelleher suggested that the Board vote to approve the drainage easement adjustment as a redline change in addition to its vote to approve the ANR plan.

Ernie Dodd moved to approve the ANR Plan entitled "Plan of Land in Stow, Massachusetts, dated July 14, 2008, prepared by Stamski and McNary, Inc., for Derby Woods LLC, and to approve a redline plan change to the drainage easement on Lot 10 as shown on the ANR Plan. The motion was seconded by Kathleen Willis and carried by a unanimous vote of three members present (Laura Spear, Kathleen Willis and Ernie Dodd).

EXECUTIVE SESSION

Ernie Dodd moved to enter into Executive Session for purposes of discussing ongoing litigation and to adjourn at the conclusion of executive session. The motion was seconded by Kathleen Willis and carried by a unanimous roll call vote (Laura Spear, Ernie Dodd and Kathleen Willis).

ADJOURNMENT

The meeting adjourned at 8:51 p.m.

Respectfully submitted,

Karen Kelleher
Planning Coordinator