

STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, OCTOBER 6, 2009

On a roll call made by Ms. Morrison, the following members were present:

**Present:** Russell Chamberland  
Jim Cunniff  
Penny Dumas  
Francesco Froio  
Jennifer Morrison  
Sandra Gibson-Quigley, Chair

**Also Present:** Jean Bubon, Town Planner  
Diane Trapasso, Administrative Assistant

Ms. Gibson-Quigley called the regular meeting of the Planning Board to order at 6:30 PM.

Ms. Gibson-Quigley stated that at 7:45 PM, Fin Com and the Burgess School Building Committee were meeting downstairs at the Senior Center for a presentation of the Burgess Elementary School project. She thought it would be a good idea that the Board be present for the presentation. The Board agreed.

She also stated that the School Building Committee would like the Planning Board to take a vote of support if they felt it appropriate to do so.

**APPROVAL OF MINUTES**

**Motion:** Made by Ms. Dumas to accept the amended minutes of September 15, 2009.  
**2<sup>nd</sup>:** Mr. Cunniff  
**Discussion:** None  
**Vote:** 4 – 0 -2 (Mr. Chamberland & Ms. Morrison)

**SANR – ALFRED & NANCY DAVIS – 259 HOLLAND ROAD.**

Mr. Para of Para Land Surveying, Inc. spoke on behalf of the applicant.

Mr. Para stated that the plan submitted shows the division of a parcel located on Holland Road into three separate lots. All lots contain the appropriate amount of frontage.

Ms. Bubon stated that she recommends that the Board approve the plan since it meets all the requirements.

**Motion:** Made by Mr. Chamberland to endorse the ANR plan of lots for Alfred & Nancy Davis at 259 Holland Road.  
**2<sup>nd</sup>:** Ms. Morrison  
**Discussion:** None  
**Vote:** 6 – 0

Ms. Morrison, the Clerk, signed the plan.

### **ROSEMARY SCRIVENS, CMRPC – UPDATE BOARD ON PROGRESS TO DATE ON COMMERCIAL TOURIST DISTRICT REVITALIZATION PLAN.**

Ms. Scrivens stated that she participated in the August 24<sup>th</sup> Immersion Day which included group interview of Town department heads, large employers, Town merchants and local developers.

She gave the following update:

- Photos of all properties in district - nearly done
- Summary & analysis of non-residential interviews - partially done
- Analysis of commercial development opportunities - partially done
- Review & analysis of planning documents - half done
- Conduct resident survey yet to be done
- Form & convene a focus group – five members confirmed – first meeting in October to develop preliminary vision

The Board asked how the survey will get out to the residents.

Ms. Scrivens stated notification would be made a few ways:

- Mailing
- Press release
- Talking to local coordinators at senior housing and leaving flyers

Ms. Scrivens also stated that the district is not pedestrian friendly and she will look at transportation improvement recommendations with Mass Highway.

There is still a lot of work to be done in a short amount of time.

### **SUB-COMMITTEE UPDATES**

Ms. Gibson-Quigley updated the Board on Community Immersion Day, August 24<sup>th</sup>:

- The day started with a Tour of the Town
- Interviews were conducted with individuals representing a broad spectrum of the Sturbridge community
- Strengths/Assets
- Challenges/Threats
- Opportunities

- Needs

First meeting of the Steering Committee was held on September 29<sup>th</sup>. Ms Gibson-Quigley stated it was a good meeting with a good mix of enthusiastic people ready to be involved. There will be a Public Forum on November 21<sup>st</sup> from 8:30 AM to 12:30 PM. OSV has volunteered a room and refreshments.

The Master Plan web site will be hosted by VHB but the Town will have a link to it. There will also be a community- wide survey done by the University of New Hampshire.

## **TOWN PLANNER UPDATE**

### Update on the Preserve

- The BOS have placed the acceptance article on the STM Warrant and the Street Acceptance plans have been filed with the Town Clerk.
- Lights have not been installed; however, most other items have been addressed and we will continue to monitor progress
- The Board must endorse another Release of Covenant; the correct Book and Page Number was used in the motion and voted by the Board on May 5, 2009 however, due to an administrative error on Ms. Bubon's part, the wrong Book and Page number is referenced on the Covenant. The Board resigned the Covenant.

### 43D Update

- All work orders have been signed.
- The wetland delineation has occurred on the property located at 198 Charlton Road. A copy of the report has been provided to the Conservation Agent and the property owner.

### Update on Penny's Appliance

- Due to the fire that recently occurred at this property, 171 Charlton Road, it was necessary for Penny's to install temporary quarters. Ms. Bubon discussed this issue with the Building Inspector and representatives of Penny's and advised them that since this was an emergency situation they should take all necessary steps to get back in operation.

### Citizen Planner Training Collaborative Fall 2009 Course Schedule

### Trails Committee – DCR Trails Grant Request

- Ms. Bubon provided a letter of support for the Trails Committee grant request for funds for GIS mapping of existing trail networks and public access points

### Handout from Kopelman & Paige – Re: Open Meeting & Public Records Laws

### Letter from Mr. Racicot, Town Administrator – Re: Planning Board Volunteer

Letter from Green Center Assisted Living – Re: Meeting with the Board to discuss their organization

First Time Home Buyer Workshop Series – Saturday, November 7<sup>th</sup> & 14<sup>th</sup> @ Harrington Memorial Hospital

Ansar Energy – wanting to know zoning requirements – asking for support from the Board

The Board favors the concept of solar energy but there are still a lot of unanswered questions. As well, the proponent needs to come before the Board for Site Plan Approval, therefore it would be inappropriate to offer support in advance.

### **NEXT MEETING DATES**

- October 19, 2009 - Special Town Meeting
- October 20, 2009 - Planning Board – Room 55
- October 27, 2009 – Steering Committee
- November 10, 2009 – Planning Board
- November 17, 2009 – Steering Committee
- Saturday, November 21, 2009 – Master Plan –Public Forum 8:30 AM to 12:30 PM
- December 1, 2009 – Planning Board
- December 8, 2009 – Planning Board
- December 15, 2009 – Steering Committee

At 7:40 PM, the Board moved their meeting downstairs to watch the Burgess School Building presentation to FinCom.

At 8:20 PM, the Board returned to their meeting and on a motion by Mr. Chamberland and seconded by Mr. Cuniff voted to support the proposal as presented.

### **NEXT MEETING**

October 20, 2009 – Room 55

### **OLD BUSINESS/NEW BUSINESS**

None

On a motion made by Ms. Morrison and seconded by Ms. Dumas, the Board unanimously voted to adjourn at 8:31 PM.

