

STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, MARCH 17, 2009

On a roll call made by Ms. Gibson-Quigley, the following members were present:

**Present:** Tom Creamer  
Jim Cunniff  
Penny Dumas  
Jennifer Morrison, Chair  
Sandra Gibson-Quigley  
Bruce Smith

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

**Absent:** Russell Chamberland

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

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Smith to accept the corrected minutes of March 3, 2009

**2<sup>nd</sup>:** Ms. Gibson-Quigley

**Discussion:** None

**Vote:** 4 – 0 – 2 (Mr. Creamer & Mr. Cunniff)

**Motion:** Made by Ms. Dumas to accept the executive minutes of March 3, 2009

**2<sup>nd</sup>:** Ms. Gibson-Quigley

**Discussion:** Mr. Creamer stated that executive minutes should be held in confidence.

**2<sup>nd</sup> Motion:** Made by Mr. Smith to accept the executive minutes of March 3, 2009 and to be held in confidence

**2<sup>nd</sup>:** Ms. Gibson-Quigley

**Discussion:** None

**Vote:** 4 – 0 – 2 (Mr. Creamer & Mr. Cunniff)

**PUBLIC HOUSE HISTORIC INN – 275 MAIN STREET – REQUEST FOR A WAIVER OF SITE PLAN TO ERECT A 50'X60' FRAME TENT FROM MAY THROUGH OCTOBER.**

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. He stated that the Publick house was seeking permission to erect a 50' by 60' frame tent. The Publick House was requesting that the tent be placed on the site from May through October. The placement of the tent will be on parcel 275 Main Street in the grass area adjacent to the parking lot and southerly of Main Street. The exterior of the tent will have electrical power for lighting. Use of the tent will be for special events and catering functions.

The proposed construction and use is such as to have minimal effects on the site and parking facility. No ground disturbance will take place. The Publick House will prepare all catering and the restrooms for the tent will be in the Publick House.

Mr. Glick, General Manager of the Publick House stated the following advantages of the seasonal tent:

- Lower rental cost to client than a temporary tent; this leads to more bookings.
- Easier to sell than a temporary tent, client will be able to see the tent in place before booking.
- Publick House able to use the tent for summer fundraising dinners, able to increase attendance.
- Publick House able to plan special events under the tent; small events in temporary tent is not cost effective due to higher rental fee.
- Increase the usage of an under utilized asset of the Publick House, Red Barn area sits vacant generating no sales most weekends.

The Board had a concern with noise to the neighbors. Mr. Glick stated that the two houses that are privately owned are 200 feet away.

Ms. Bubon stated that there have never been any complaints about noise to the BOS. She also stated that the Building Inspector would like to see the approval done on a yearly basis. Ms. Bubon agrees with his request.

**Motion:** Made by Mr. Creamer to grant the waiver of Site Plan to the Publick House to erect a 50'X60' frame tent from May 1<sup>st</sup> through October 31<sup>st</sup> at 275 Main Street.

**2<sup>nd</sup>:** Mr. Smith

**Discussion:** None

**Vote:** 6 – 0

### **REVIEW AND DISCUSS DRAFT RFQ – MASTER PLAN**

Ms. Bubon went through each section with the Board and the Board made comments, suggestions or corrections.

She stated that the Invitation, Background, Checklist/Proposal Submission Requirements and Appendix A Forms are all the Town's template and standard.

Mr. Creamer stated that he would like to nominate Ms. Gibson-Quigley as Chair of the Steering Committee because of her expertise and working well with members of the community.

**Motion:** Made by Mr. Creamer to nominate Ms. Gibson-Quigley as Chair of the Steering Committee.

**2<sup>nd</sup>:** Mr. Smith

**Discussion:** Ms. Dumas supports Ms. Gibson-Quigley as Chair but asked that the Board not take a vote at this time because Mr. Chamberland is absent and feels this is an important decision to make and a full Board should be present.

Ms. Gibson-Quigley only concern with being Chair is that she cannot leave her job during the day. She does accept the nomination.

Mr. Cunniff agrees with Ms. Dumas on not voting for the Chair of the Steering Committee until we have a full Board. He would like to vote on this issue on March 31<sup>st</sup>. He would also like to see Ms. Morrison, as Chair of the Planning Board, be part of the initial Consultant review and selection process.

Mr. Creamer rescinded his motion to nominate Ms. Gibson-Quigley as Chair of the Steering Committee until March 31, 2009

Mr. Smith withdrew his second.

#### **OTHER EXISTING PLANS:**

Add – Dialogue for the Future

#### **PUBLIC PARTICIPATION PROCESS**

Ms. Bubon stated that the Planning Board, with the guidance of the Consultant, would establish a Steering Committee. A member of the Planning Board shall Chair the Steering Committee and other Board members plan to be involved throughout the process as well. The Board shall require a committee with a diverse membership with various representations from Town Boards, Committees and the general public.

Ms. Bubon stated that the consultant should be responsible for making the presentation of the Master Plan at the Annual Town meeting and the public should vote on accepting the document, then it becomes a living document to guide the Town.

#### **COMMUNITY VISION & GOALS & POLICIES**

Public participation very important – maybe suggest inviting by the street list

#### **HOUSING**

Inventory of all Town owned land is critical but could be expensive – perhaps treat as an alternate

Ms. Dumas will check if CPA funds could be used to fund part of this inventory

## **PUBLIC SERVICES & FACILITIES**

The consultant shall incorporate wastewater and water supply studies and determine how the supply/available capacity will service the projected population growth and density of development that is likely to occur based upon the goals of the Master Plan and identify appropriate locations for land uses based on the availability of infrastructure.

## **TRANSPORTATION**

Include – walkable communities study  
Transportation for seniors should be left in

## **IMPLEMENTATION**

A committee should be set up to make sure that the Town carries out the Master Plan with each of its elements. This committee will report to the Planning Board.

Ms. Bubon stated she would make the necessary changes; work on the Energy and Water Protection elements, and hopefully have it back to the Board on March 31<sup>st</sup> to review. Following Board approval, she would send it to Kopelman & Paige for edits. Hopefully, advertise in April.

## **TOWN PLANNER UPDATE**

Allen Homestead

On March 13<sup>th</sup>, Ms. Bubon met with Holden Engineering and Erin Jacque, Dave Barnicle, Greg Morse at the site, and there were the following concerns:

- The site has been final paved
- Wet swale - detention basin outlet – not working; Holden Engineering will investigate
- Cracks in the pavement

## **NEXT MEETING**

March 31, 2009

On a motion made by Mr. Creamer and seconded by Mr. Cunniff, the Board unanimously voted to adjourn at 8:50 PM.