

**STURBRIDGE PLANNING BOARD
DRAFT MINUTES OF
TUESDAY, JUNE 14, 2011**

Ms. Gibson-Quigley called the regular meeting of the Planning Board to order at 6:30 PM. On a roll call made by Ms. Morrison the following members were present:

Present: Charles Blanchard
Russell Chamberland (arrived at 6:37 PM)
James Cunniff
Penny Dumas
Brian McSweeney
Jennifer Morrison
Sandra Gibson-Quigley, Chair

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

APPROVAL OF MINUTES

Motion: Made by Ms. Morrison to accept the minutes of May 24, 2011.
2nd: Mr. Cunniff
Discussion: None
Vote: 5 - 0 - 1 (Mr. McSweeney)

**PUBLIC HEARING – PILOT TRAVEL CENTER – THREE YEAR REVIEW –
400 ROUTE 15**

Materials Reviewed:

Formal Letter from Bertin Engineering requesting a Three Year Review of Pilot Travel Center – 400 Route 15 – dated May 18, 2011 – received May 19, 2011

Existing Conditions Plans for Pilot Travel Center, LLC – 400 Route 15, Sturbridge MA – by Bertin Engineering – 39 Elm Street, Southbridge MA – dated 5/18/2011, Three Year Review – received May 19, 2011

Ms. Morrison read the legal notice.

Mr. Loin of Bertin Engineering spoke on behalf of the applicant. Mr. Loin apologized for not having representation from Pilot at the meeting due to miscommunication.

Mr. Loin gave an update to conditions items that were required as a result of the 2008 Review:

1. The planting plan was not completed because of the renovation plan being put on hold due to the economy. The dead plants/trees were removed.
2. The site has been reviewed for any new signage. The only new change is that Quality Inn sign has been changed to Travelodge and directional signs have been changed to Travelodge directional signs. The stop sign at the truck driveway needs repair and appears to have been hit recently. Pilot has stated that this will be repaired in the next week.
3. No Parking signs are in place along Route 15 as required.
4. The trash has been picked up on a weekly basis, but an actual log has not been utilized. Talking with the manager it appears that the need to keep the site clean was conveyed to him without mention of keeping a log of actions.
5. Trash has been picked up along the Route 15 area.
6. Two sections of guardrail still need to be repaired, it appeared they were damaged during this past winter.
7. Pilot utilizes a third party environmental company to monitor their site. This is an ongoing process, done by Sovereign Consulting, Inc.
8. Snow piles were in the area designated as on plans. This past winter's snowfall did expand into some of these areas.
9. The Fire Department had concerns with old pallets and truck tires that were being stored in the loading dock area of the restaurant. The pallets have been removed and the tires will be removed.

Ms. Gibson-Quigley read the memos from the following departments:

- June 9, 2011 – Fire Chief
- June 9, 2011 – DPW Director
- June 13, 2011 – Tree Warden
- June 14, 2011 – Conservation Agent
- June 13, 2011 – Town Planner

The Board had the following questions and concerns:

- Trash is a major problem. Recommend a quarterly review done by Bertin Engineering and a report sent to the Planning Department
- Traffic is another major issue. Recommend that Planning Board send letter to the Police Department about the concerns.
- Ask for a landscape plan along the front buffer and other areas that will not be affected by the renovations to be done in the future. Recommend a Landscape Plan by August 1, 2011 – to be followed up at a September meeting
- Parking overnight on Route 15
- Repair Stop Sign. Recommend always have a back up sign on site; and install a break-away stop sign.

Ms. Hart of 520 Leadmine Road stated that there are times when the traffic is backed up on Route 15. Truckers sometimes block the road in order to help each other. Access to the facility at times is backed up.

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Ms. Goodwin of 19 Orchard Road stated that maybe BOH can enforce trash clean up.

Ms. Bubon stated that a letter can be sent to Pilot to request that they commit to keep a standard agreed upon, submit a Landscape Plan by August 1, 2011 and ask for a representative from Pilot to be present at the September 13th meeting.

Ms. Gibson –Quigley stated that the Board would like to send a letter to Pilot recommending the following:

- Stop Sign should be changed to a break-away post
- An additional Stop Sign shall be kept on site for immediate repairs
- Landscape Plan by August 1, 2011
- Quarterly review of trash pick up by Bertin Engineering to be provided to the Planning Department
- Request a representative from Pilot to be present at the September 13, 2011 Planning Board meeting

The Board would also like to send a letter to the Police Department asking to monitor the traffic.

Motion: Made by Ms. Dumas to close the Public Hearing.

2nd: Ms. Morrison

Discussion: None

Vote: 7 – 0

Motion: Made by Mr. Cunniff to send a letter to Pilot as outlined above

2nd: Ms. Morrison

Discussion: None

Vote: 7 – 0

Motion: Made by Mr. Chamberland to send a letter to the Police and a copy to the BOS concerning the traffic violations at Pilot.

2nd: Mr. McSweeney

Discussion: None

Vote: 7 – 0

Motion: Made by Mr. Chamberland to take a five minute recess at 7:50 PM

2nd: Ms. Morrison

Discussion: None

Vote: 7 – 0

The Board reconvened at 7:55 PM

WAIVER OF SITE PLAN APPROVAL – PUBLIC HOUSE – RELOCATION OF THE POOL. THE PROPERTY IS LOCATED AT 275 MAIN STREET

Email from Michael Glick, General Manager of the Public House, dated June 7, 2011 withdrawing the application.

PRESENTATION OF MASTER PLAN TO PLANNING BOARD FOR ADOPTION

Mr. Willmer of VHB thanked everyone who worked on the Master Plan and the Planning Department staff. He gave a history and overview of the whole project. He stated that on April 27, 2011 the Master Plan Steering Committee voted to forward the plan with noted edits to the Planning Board for adoption. He stated that he has been working with Ms. Bubon to ensure all the edits will be in the final draft and will send one hard copy to Ms. Bubon for a final review prior to printing.

Ms. Gibson-Quigley thanked members of the Planning Board, Master Plan Steering Committee, VHB, RKG, UNH, all Focus Group members, and staff for their commitment to this two year project. A job well done.

She also stated there was a good blending and compromise of input, and what came out in the end was to maintain a rural residential community and to utilize the resources the Town has to offer for its residents and tourist.

Ms. Gibson-Quigley stated that the Board needs to adopt the plan and then carry out the implementation of the plan. This is a policy plan that gives the Board and Town direction.

Ms. Dumas stated that she would like to see that all the focus papers be part of the plan as discussed during the planning process.

Ms. Bubon stated that the focus papers will be gathered together in a separate document and be posted on the web site.

Motion: Made by Ms. Morrison to adopt the Master Plan as presented by the Master Plan Steering Committee with edits as voted at its meeting of April 27, 2011.

2nd: Mr. McSweeney

Discussion: None

Vote: 7 – 0

Ms. Gibson-Quigley stated that she would like to have a discussion on implementing the plan at the next or the following meeting. An Implementation Committee will need to be formed.

Ms. Bubon stated that because of the tornado on June 1, 2011 when the Planning Board was suppose to adopt the Plan, all the food that had been prepared for the meeting was donated to the Public Safety staff and volunteers.

TOWN PLANNER UPDATE

Correspondence from Mr. Suhoski, Town Administrator, Re: Sturbridge – Resurfacing Route 20 from Route 49 to I-84 – Project #606347

June 28, 2011 – Final Action Plan Presentation (Green Communities Planning Assistant)
Waiver of Site Plan - Enricos proposed expansion

CMRPC – assistance extended to September 15th

Waive application fees for tornado victims – requests considered by BOS as they are responsible for setting fees.

Ms. Bubon assisting Pioneer Planning Commission securing funds for a Wastewater Treatment Facility for Sturbridge Coop

NEXT MEETING

June 28, 2011

OLD BUSINESS/NEW BUSINESS

None

On a motion made by Ms. Morrison, seconded by Mr. Cunniff and voted 7– 0, the meeting adjourned at 8:30 PM.