

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, FEBRUARY 25, 2014**

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

Present: Russell Chamberland
James Cunniff
Heather Hart
Sandra Gibson-Quigley, Chair
Susan Waters

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

Absent: Charles Blanchard
Penny Dumas, Clerk

Ms. Gibson-Quigley opened the meeting and read the agenda.

APPROVAL OF MINUTES

Motion: Made by Mr. Chamberland to accept the amended minutes of February 11, 2014.
2nd: Mr. Cunniff
Discussion: None
Vote: 5 – 0

TOWN PLANNER UPDATE

Historic Route 20 Association – Correspondence from Mr. Farr – would like to speak to the Board prior to the end of April about his association and its mission.

Quarterly Report – Pilot Travel Center – 400 Haynes Road – dated February 21, 2014

SITE PLAN APPROVAL – PILOT TRAVEL CENTERS LLC IS REQUESTING SITE PLAN APPROVAL TO RE-CONFIGURE THE ENTRANCE/EXIT TO ACCOMMODATE TRACTOR-TRAILER TRUCKS INCLUDING NEW LANDSCAPING WITHIN THE SITE AND ALONG ROUTE 15. THE PROPERTY IS LOCATED AT 400 HAYNES STREET.

Materials presented:

Application for Site Plan Approval – Pilot Travel Centers LLC – received 1/22/2014
Landscape Plan – 400 Haynes Street – prepared by Bertin Engineering – plan date –
1/29/2013 – project #13-627 – received 1/22/2014 – Revision #2 – dated 2/20/2014
(received 2/24/2014)

Traffic Management Plan – 400 Haynes Street – prepared by Bertin Engineering – plan
dated 1/29/2013 – project #13-627 – received 1/22/2014 – Revision #2 – dated
2/20/2014 (received 2/24/2014)

Ms. Gibson-Quigley read the legal notice.

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Morse, DPW Director
- Lt. Marinelli, Fire Inspector
- Mr. Ford, Chief of Police
- Ms. Rusiecki, BOH Agent
- Mr. Suhoski, Town Administrator

Mr. Alsup, Project Manager of Pilot Travel Centers stated that the existing entrance site will be re-configured to accommodate tractor-trailer trucks in order to address back-ups along Route 15, including new landscape within the site and along Route 15.

Mr. Loin of Bertin Engineering stated that presently, when the exiting the site, if a trailer is waiting to enter, he can't enter until the exiting trailer has left due to limited turning radius/entrance width. Therefore, the new MADOT approved curb cut plan will resolve this issue and eliminate the back-ups on Route 15.

Ms. Ellsworth, Landscape Architect, stated that the new landscaping will enhance the aesthetic appeal of the site. Ms. Ellsworth thanked Mr. T. Chamberland, Tree Warden, for his insights into the recently acknowledged issue with Emerald Ash borer. The two Ash trees have been changed to Red Maple.

Ms. Ellsworth stated that the Forsythia can easily be pruned back each year if necessary and just after blooming to maintain a desired height. It is a rugged plant that will grow rapidly to produce a hedge that will catch undesirable debris/trash.

Ms. Ellsworth stated street trees, shrubs and perennials will be planted to improve the site, and other areas of vegetation will be replaced or cleaned up.

The Board had the following concerns and questions:

- Will the perennials be colorful? Ms. Ellsworth stated yes – with black eyed susans and daisies
- In the middle planting area of the car parking area the two large steel pipes should be removed – Mr. Loin stated that at this point they do not know exactly what the two steel pipes are and whether they can be removed or not,

and this needs further investigation. Mr. Alsup stated that if these pipes are of no value and can easily be removed, they will be removed.

- Can more pumps be added to the site and can they pump faster? Mr. Alsup stated that there is not enough room on the site to add more pumps and the pumps run at full speed now
- What are you doing to solve the problems internally? Mr. Alsup stated that currently there are two factors causing traffic backups in the diesel fueling area. First problem is the ingress/egress driveway. Due to the curvature and narrow width, trucks cannot properly use the driveway as a two-way drive. The proposed driveway modifications will rectify this problem by enabling proper two-way traffic into and out of the site, allowing trucks to get off the road and into the site more quickly. The second cause of backups is related to the throughput of the facility. The state of MA does not allow the use of hold-open clips when fueling trucks. This more than doubles the time required for a truck to be fueled as each side must be fueled separately, followed by any other servicing the driver must do to the truck. The use of hold-open clips permits all three to happen simultaneously, thereby decreasing the time to fuel and increasing the throughput of the site. Pilot has instituted several technology measures to increase the speed of fueling at the diesel islands by introducing more automation and less need for interaction with employees inside the store. They are using Diesel Service Champions (DSC) at the site, as they do at their busier facilities across the country. The DSC is an employee whose responsibility it is to keep traffic moving as expeditiously as possible through the facility.
- Is it possible to have a second exit? Ms. Bubon stated no
- Reconsider full service attendants as a benefit – Mr. Alsup stated that would not be cost efficient for the company but will look into it for peak hours

Ms. Bubon stated that the proposed widening is a good start to the traffic issues entering and exiting the site, but the traffic management plan seems to require more thought to what is actually occurring here. The applicant cites various causes for traffic backups in the diesel fueling area and responses to such. However, the plan says the DSC are responsible for clearing conflicts between trucks entering and exiting the site.

If this is the current practice, one only needs to look at the incidents of the past couple weeks to see the practice is not working. There has been police detail from the Town directing traffic. Further discussion and more detailed traffic management plan and appropriate staff training may be the key to resolving this issue. Hopefully the applicant will offer additional information or ideas that will reassure the Board and staff that this plan will work for both Pilot and the Town.

Mr. Loin stated that condition # 5 could pose a problem with the exterior construction hours only to occur during the hours of 7:00 AM to 7:00 PM. It may be more feasible to have construction during night hours.

Ms. Bubon stated that there will be a pre-construction meeting with Pilot, Police Chief, DPW Director, Mr. Loin, and the Town Planner and the best time for construction will be discussed.

Motion: Made by Mr. Cunniff to close the Public Hearing.
2nd: Ms. Waters
Discussion: None
Vote: 5 – 0

Motion: Made by Mr. Cunniff to grant Site Plan Approval to Pilot Travel Center LLC to re-configure the existing entrance/exit to accommodate tractor-trailer trucks including new landscaping within the site and along Route 15 for the property located at 400 Haynes Street with the following ten Conditions:

1. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
3. All other necessary permits must be obtained prior to the start of construction.
4. The site shall be kept in a neat and orderly condition throughout the construction process.
5. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to Noon on Saturday. No exterior construction shall occur on Sundays or State Holidays as follows: New Year's Day, Martin Luther King Day, Presidents Day, Patriots Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, and Christmas. A pre-construction meeting shall be convened with the Police Department, Town Planner, and the applicant's designee to discuss hours of construction. If after discussion, the Chief deems the operating hours shall be changed to ensure safe operation and convenience of the community, these new proposed hours shall be presented to the Board for review and approval. Additionally, if a police detail is required, all expenses for such shall be borne by the applicant.
6. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
7. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.
8. Maintenance is required for all plantings as proposed. The plantings shall be reviewed annually by the owner/applicant and any plant materials requiring replacement shall occur.
9. Traffic flow shall be monitored by the Town through the Police Department. If traffic problems persist, Pilot Travel shall make arrangements for a designee to meet with appropriate officials and based upon staff input shall prepare a revised traffic management plan for review by the Board.
10. Two copies of an as-built plan shall be provided to the Planning Department after completion of construction.

2nd: Mr. Chamberland
Discussion: None
Vote: 5 – 0

TOWN PLANNER UPDATE

Patel Project – Peer Review – Ms. Bubon stated that the Board needs to vote to allow the use of Pare Corp. for the Peer Review for the Patel Project. The applicant is in agreement with this consultant choice and will pay the cost of the review.

Motion: Made by Ms. Hart to allow the use of Pare Corp. for a Peer Review for the corner of Route 20 and New Boston Road project. The applicant will pay the cost of the review.

2nd: Mr. Chamberland

Discussion: None

Vote: 5 – 0

DLTA – Zoning revisions consistent with the CT District Plan was approved – 25 hours of technical service from CMPRC

Comfort Inn Suites – trailers parked on the property are being used for storage during the construction period. Ms. Bubon did inform them that they should have spoken to the Planning Department prior to installing and using the trailers.

BOS Meeting – March 3, 2014 – Presentation of CT District Conceptual Plans

OLD/NEW BUSINESS

Mr. Chamberland stated that at the BOS meeting there was a presentation on Stipends for Board members. Stipends for Board members will be on the warrant at the Annual Town Meeting

NEXT MEETING

March 11, 2014

On a motion made by Ms. Waters, seconded by Mr. Chamberland, and voted 5 – 0, the meeting adjourned at 7:45 PM.