

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, DECEMBER 16, 2014**

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

Ms. Gibson-Quigley noted the members were present.

**Present:** Charles Blanchard  
Russell Chamberland  
James Cunniff  
Penny Dumas  
Heather Hart  
Sandra Gibson-Quigley, Chair  
Susan Waters, Clerk (**Arrived at 6:55 PM**)

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

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

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Blanchard to accept the amended minutes of December 2, 2014.

**2<sup>nd</sup>:** Ms. Dumas

**Discussion:** None

**Vote:** 5 – 0 – 1 (Mr. Chamberland)

**ANR – DONALD D. SUPRENANT – REED HILLMAN – 49 BUSHNELL ROAD**

**Materials presented:**

Application for Endorsement of Plan Believed Not to Require Approval – 49 Bushnell Road – received 12/15/2014

Plan of Land – prepared for Reed V. Hillman – 49 Bushnell Road prepared by Shaffer Land Management Consultants – 285 Stafford Road, Holland MA – received 12/15/2014

Mr. Hillman, the applicant, stated that he was purchasing a 6 acre piece of land from his neighbor to combine with his.

Ms. Bubon stated that the parcel is to become an integral part of land of Mr. Hillman and it is noted that it is not a building lot. The remaining land of Suprenant has over 5 acres and over 400' of frontage on Podunk Road.

Ms. Bubon stated that since the plan meets the requirements, she recommended that the Board endorse the plan.

**Motion:** Made by Mr. Chamberland to endorse the plan  
**2<sup>nd</sup>:** Mr. Cunniff  
**Discussion:** None  
**Vote:** 6 - 0

The Board signed the plan.

**PUBLIC HEARING - BLACKINGTON, LLC IS REQUESTING SITE PLAN APPROVAL TO IMPROVE AND REDEVELOP AN EXISTING GRAVELED PARKING AREA. THE PROPERTY IS LOCATED AT 595 MAIN STREET.**

**Materials presented:**

Application for Site Plan Approval – Blackington, LLC – received 11/14/2014

Existing Site Plan – Blackington LLC – prepared by Jalbert Engineering – plan date 5/30/2014 – DWG #13246P – received 11/14/2014

Ms. Gibson-Quigley read the legal notice.

Ms. Gibson-Quigley acknowledged the following department memos:

- Mr. Ford, Police Chief
- Ms. Rusiecki, BOH Agent
- Mr. Burlingame, Building Commissioner
- Mr. Colburn, Conservation Agent
- Lt. Marinelli, Fire Inspector
- Ms. Bubon, Town Planner
- Mr. Morse, DPW Director

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. Mr. Jalbert stated that the applicant is requesting approval to improve and redevelop an existing graveled parking area at 595 Main Street. The parking area is to provide off-street parking for occupants and patrons of 572 Main Street located across the street. The property is located within the Riverfront Area associated with the Quinebaug River, within the 100-foot buffer zone of an associated Bordering Vegetated Wetland, and lies within a mapped area of Priority Habitat of Rare Wildlife as determined by the Natural Heritage and Endangered Species Program. A Notice of Intent was filed with the Conservation Commission and an Order of Conditions was issued by the Commission on October 2, 2014. Further, a determination was made by

the Species Program that this proposal “will not adversely affect” the actual Resource Area Habitat and as proposed “will not result in a prohibited “take” of state-listed rare species”.

Mr. Jalbert also stated that this parking area was in existence in 1982 as shown on the plans. At the time parking was allowed within the required setbacks. The extent of the parking was from the existing fence along Route 20 to the existing slope. Sometime thereafter truckloads of excavated material and some construction debris were deposited on the westerly end of the parking lot. It is presumed that piles were to be used to expand the existing parking area beyond the top of slope limits. This never happened and the piles of soil remain scattered around the west end of the parking area. These piles have become vegetated with scrub brush, saplings and small trees. The applicant proposes to remove these piles from the site and restore the site to its previous grade of 1982. The area will then be dressed with compacted gravel and landscaped buffers. A wooden guard rail will be provided to protect the existing embankment.

Mr. Jalbert stated that the parking layout had been revised from the 1982 layout to provide for landscaped islands, lighting, a protective buffer along the top of the slope and snow storage areas. As reconfigured the spaces were reduced to 9’X18’ which, at the discretion of the Planning Board, may be allowed. This reduction allowed for a 5’ buffer along the top of the slope and provided a maximum separation distance between Route 20 and the parking spaces. This redevelopment is entirely within the area depicted on the 1982 layout.

Mr. Jalbert stated that Mr. Morse has concerns about the catch basin on the northerly side of Route 20 in front of 584 Main Street, which had an outlet pipe that flowed south towards the Quinebaug River. The initial filling of the property covered over the end of the outfall and water has been directed easterly creating localized flooding in front of the Mill Yard building ever since.

Mr. Jalbert stated that the applicant will find the outfall and will extend or redirect beyond the perimeter slope of the parking lot in order to activate it again to reduce the downhill flooding on Route 20. The existing pipe may have to be flushed and a rip splash pad should be utilized for slope protection.

The Board had the following concerns and questions:

- Ms. Dumas and the Board did not agree with the Tree Warden’ recommendation to eliminate the existing trees and vegetation – Mr. Jalbert noted the trees have been there for 35 years and seem to be doing well – should leave alone
- Lighting for the parking lot – Mr. Jalbert stated that the lighting will be mounted on the existing poles that are there
- Can the lighting be ornamental – that is what the Board visions in that district – Ms. Bubon stated that National Grid is not in favor of ornamental fixtures on their poles that are already existing
- Accessibility to the back of the building for emergency vehicles – Mr. Jalbert stated that there is a right of way off Church Street
- Is there a walkway from the building to the parking lot – Mr. Jalbert stated that there is already a crosswalk

- The lighting that will be on the existing poles – can the casement for the fixtures be brown – Mr. Jalbert stated that he look into the request
- Is the guardrail wood – Mr. Jalbert stated yes – Mr. MacConnell stated the he would like to remove the chain link fence on the west side of the property
- Is the lighting for the parking lot sufficient and should there be lighting for the crosswalk – Mr. Jalbert stated the parking lot has sufficient lighting and there should be adequate lighting for the crosswalk - the wattage for the poles is 250 plus the building will be lit – Mr. O’Connell asked how does the Town get street lights – there is a committee for the Town
- How is the handicap parking marked – Mr. Jalbert stated there will be signage and the parking bumpers will be blue
- All the items from the Antique Shop that is stored continuously in front of the building and all over the sidewalk – Mr. MacConnell stated that this is an ongoing problem – the tenant does what he wants to do and Mr. MacConnell has told him over and over again about removing the stuff
- The Board agreed to leave the condition noting that there will be no outside storage of materials

The amount of items for display is too much – the Board thought that maybe there should be a cap on how much can be displayed but needs more time to consider what will be the best number if any to be placed.

**Motion:** Made by Mr. Blanchard to close the Public Hearing.  
**2<sup>nd</sup>:** Mr. Cunniff  
**Discussion:** None  
**Vote:** 7- 0

**Motion:** Made by Mr. Cunniff to approve Site Plan requested by Blackington LLC to improve and redevelop an existing graveled parking area for the property located at 595 Main Street in accordance to Chapter 25 of the Zoning Bylaws with the following 21

Conditions:

1. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. Any exterior lighting of or from the buildings shall be subdued, shaded from the view of abutters and shall not be directed so as to extend above ground level onto the property of abutters or the public right-of-way. All lighting shall also be shielded so as not to illuminate the Riverfront Area.
3. The lighting casing shall be brown or other dark color if possible.
4. Directional signage shall be installed as necessary to direct pedestrians to the crosswalk.
5. The area of the crosswalk shall be re-evaluated after all improvements are complete and the property is occupied to determine if there is adequate lighting on the crosswalk. If additional lighting is required that shall be installed (subject to state approval).
6. The right of way area behind the building (under control of the applicant) shall be cleared as necessary to improve access for emergency vehicles.

7. All stormwater improvements are to be constructed in accordance with the plans submitted.
8. The boulders on the east end of the parking lot shall be moved further back to allow for adequate snow storage.
9. Parking stops shall be natural pre-cast.
10. The size of planting materials shall comply with the town bylaw.
11. A low landscape ground cover shall be installed under the sign.
12. Design Review Committee approval will be required for the proposed sign.
13. If a fence is installed in the future, it shall meet the standards of the Commercial Tourist District Revitalization Plan.
14. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
15. All other necessary permits must be obtained prior to the start of construction.
16. The site shall be kept in a neat and orderly condition throughout the construction process.
17. All outside storage of product and materials shall be removed from 572 Main Street and shall at no time be re-established.
18. 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.
19. 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.
20. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
21. Two copies of the as-built plan shall be provided to the Planning Department after completion of construction.

**2<sup>nd</sup>:** Ms. Dumas

**Discussion:** None

**Vote:** 7 - 0

**CONTINUATION OF THE PUBLIC HEARING – OM SHRI AMBIKA, LLC (JAY PATEL) IS REQUESTING SITE PLAN/SPECIAL PERMIT APPROVAL. THE PROPOSED PROJECT INCLUDES SITE IMPROVEMENTS AND CONSTRUCTION OF A NEW HOTEL BUILDING, RESTAURANT AND BANK. THE PROPERTY IS LOCATED AT 21 NEW BOSTON ROAD.**

**Materials presented:**

Site Plans – Hotel Redevelopment Plan – 21 New Boston Road – prepared by MidPoint Engineering Consulting – revision #4 – dated 11/14/2014 – received 11/19/2014

**Also Present:** Mr. Doherty, MidPoint Engineering + Consulting  
Mr. Patel, Property Owner

Ms. Bubon stated that the final review reports from Pare Corporation and Ms. Shadley, working as a sub-contractor to Pare Corporation, it appears that the project as proposed meets the requirements of Chapter 27 Village Gateway District and Chapter 25 Site Plan Review.

Ms. Bubon stated that ZBA granted a variance to the front setback requirements on October 15, 2014 and Conservation Commission issued an Order of Conditions at its meeting on December 4, 2014 and DRC approved the architectural design of the Hotel on December 16, 2014.

The Board had the following concerns and questions:

- Will keep the arborvitaes – Mr. Doherty stated yes unless they die during construction
- Will the applicant maintain the area during the phasing – the applicant stated yes
- What will happen if Condition #12 - written approval from MassDOT doesn't happen – Mr. Doherty stated the approval would not be in compliance and would be denied a building permit
- Directional signage – stated in Condition # 28

The Board made a few edits to the conditions:

- #29 delete (k)
- #11 second sentence change to: It has been proposed that the hotel....
- #15 – add after these shall be funded by the applicant unless grants, state or federal funding is acquired
- #29 (c) plan should be plant
- #29 (f) – the applicant had no problem with less use of Red Maple and Red Oak and more elm, pin oak, white oak and sugar maple

**Motion:** Made by Mr. Cunniff to close the Public Hearing.

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

**Discussion:** None

**Vote:** 7 – 0

Mr. Chamberland and Ms. Dumas thanked the applicant for his patience and hard work to make this project a success.

**Motion:** Made by Mr. Chamberland to grant the Special Permit requested by Om Shri Ambika to allow a bank with a drive up window and/or ATM lane as permitted by Section 27.04 (B) 5 as shown on the plans submitted entitled "Site Plans Hotel Plan – 21 New Boston Road, Sturbridge MA dated April 8, 2014 and revised through November 14, 2014".

**2<sup>nd</sup>:** Ms. Waters

**Discussion:** None

**Vote:** 7 - 0

**Motion:** Made by Ms. Waters to grant the Special Permit requested by Om Shri Ambika to allow a hotel to exceed 35' in height as permitted by Section 27.05 (C) of the Zoning Bylaw. Height of the hotel shall not exceed 55' 9 ½" above mean grade not including the chimneys above the roof line as requested.

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

**Discussion:** None

**Vote:** 7 - 0

**Motion:** Made by Ms. Waters to approve the Site Plan required in accordance with Chapter 25 and Chapter 27 of the Zoning Bylaws with conditions for Om Shri Ambika for the property located at 21 New Boston Road with the following 33 Conditions:

1. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. Approval is limited to the uses requested in the application; hotel, restaurant (dine-in), and bank. Any deviations from these proposed uses will require the submittal of a new application and plans in conformance with Chapters 25 and 27 of the Zoning Bylaw.
3. Architectural plans have not been submitted for the bank and restaurant as part of this application process since the tenants are unknown. When tenants are selected, further approvals will be required. The applicant shall submit a request for Site Plan Approval as required by Chapter 25 and Chapter 27 of this bylaw for these proposed uses. Supporting documentation shall be required to demonstrate compliance with Chapter 27, specifically, Section 27.06 Design Standards, (e) design of structures and (g) signs.
4. Final design details for the dumpster enclosure shall be submitted for review and approval with the restaurant details. The dumpster by the restaurant shall not be installed until the design details have been approved.
5. Final design details for the landscaping around the restaurant shall be submitted for review and approval as part of the Site Plan Approval Requested noted in condition # 3 above. Efforts shall be taken to incorporate outdoor seating/pocket parks as part of the landscape design.
6. Final design details for the landscaping around the bank shall be submitted for review and approval as part of the Site Plan Approval Request noted in condition # 3 above.
7. The existing row of arborvitae adjacent to New Boston Road shall remain in place until the restaurant is under construction and the landscaping is being installed for that portion of the site.
8. The Planning Board will request a joint meeting of the Design Review Committee and Planning Board to review the design of the restaurant and bank.
9. The applicant must present the final hotel design to the Design Review Committee for approval as the design has changed from the original approval.
10. Ornamental lighting shall be consistent with the lighting specifications in the "Town of Sturbridge Commercial Tourist District Improvement Plan" dated April 2, 2014 (page 93). Specifically, Sternberg "Heritage Series" 6130C LED fixture at 12' height, color black for pedestrian level lighting and "Sternberg 'Omega Series" 1527 LED fixture at 25' height, color black for roadway height lighting, unless a similar substitution is proposed and approved by the Planning Board.

11. The plan shall be constructed in phases. It has been proposed that the hotel will be built first, followed by the restaurant and/or bank. The applicant shall revise the following suggested Sequence of Construction if required for review and approval prior to commencement of construction:
  - a. Contractor mobilization
  - b. Contractor is to install and maintain erosion controls throughout construction
  - c. Contractor is to clear and grub and rough grade the entire site
  - d. Underground utilities (electric, cable, telephone, etc.) are to be brought in from Route 20 to the proposed hotel
  - e. Water services is to be brought in from New Boston Road
  - f. The main driveway from New Boston Road to the hotel and parking to accommodate the hotel patrons is to be constructed. It is recommended that the parking lot to the east of the hotel to the aisle west of the proposed restaurant be constructed. Any drainage within these limits should be installed. Pipe from DMH3 to CB4 is to be installed and capped until the construction of the restaurant commences
  - g. Phases not being constructed (i.e. bank and restaurant) are to be loamed and seeded until landscape plantings are to be installed along the main road into the site
  - h. Curbing, sidewalks, decorative concrete pavement, car stops, signage, pavement markings and lighting should be installed for each phase as being constructed
  - i. For each phase final site grading, slope stabilization, landscaping, drainage and utilities, lighting, curbing, etc., around each completed building should be constructed while the building is being constructed
  - j. Contractor must install landscaping within the first planting season. All landscaping adjacent to Route 20 is to be installed with the first phase of construction.
  - k. Upon completion of construction, remove sedimentation controls. The contractor will be responsible for drainage installation, curbing, decorative pavement, sidewalks, etc. for the construction of each phase.
12. The following shall be submitted prior to the start of construction:
  - a. Written approval/agreement from MassDOT for the plantings within their right of way
  - b. Highway Access Permit Approval from MassDOT pertaining to any roadway design issues at New Boston Road/Route 20 (and corresponding construction schedule and plans)
13. The applicant shall meet with the Police Chief and MassDOT as appropriate to develop a construction traffic management plan prior to the start of construction.
14. All signage shall comply with the zoning bylaw and all review/approval processes shall be adhered to. Final sign designs, locations and color schemes are subject to review and approval by the Design Review Committee. Location of sign shall be shown on a plan for submittal, review and approval by the Planning Board to insure appropriate, safe placement.
15. Sidewalks are shown along the perimeter of the property as required by Section 27.06.7; these shall be installed and funded by the applicant unless grants, state or

federal funding is acquired when Route 20 improvements are made that will connect these sidewalks with the overall street plan.

16. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
17. All other necessary permits must be obtained prior to the start of construction.
18. The site shall be kept in a neat and orderly condition throughout the construction process.
19. 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.
20. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
21. 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.
22. All excavation and trenching for new utilities will be in accordance with the state trenching regulation 520 CMR 14.00 Excavation and Trench Safety. The Site shall be secured using as necessary during construction.
23. Appropriate erosion controls must be in place prior to the start of construction; special attention shall be paid to areas downslope of the work area.
24. An anti-tracking construction entrance is required to prevent the tracking of soils onto New Boston Road and Route 20 so that no soils enter the storm drains.
25. A crosswalk shall be added to the plan showing a connection across the parking lot from the proposed restaurant to the proposed bank (this detail can be added during the future approval phase)
26. Outdoor seating areas/pocket parks with benches shall be considered. The applicant shall investigate areas around the hotel that may be suitable for the installation of benches. When the final restaurant details are known, outdoor seating areas/pocket parks shall be incorporated into that final design (for the future approval phase).
27. The use of architectural treatments such as stamped concrete, pavers or bricks shall be incorporated for crosswalks. Decorative crosswalk detail and sidewalk edge detail can be found in the Town of Sturbridge Commercial Tourist District Improvement Plan Conceptual Plan dated February 2012 and in the written report dated April 2, 2014.
28. All directional signage shall be shown on the plan.
29. Landscaping Plans shall be revised to include the following changes, details and specifications:
  - a. Each sheet of the revised plan set shall be stamped by the Landscape Architect.
  - b. Note 10- Sheet L1 states "All plants to receive the appropriate amount of manure, compost as recommended by the manufacturer." The applicant shall clarify this statement with additional manufacturer information or shall modify this comment with notes for the use of structural soil as

recommended by the Tree Warden on March 14, 2014. The Tree Warden's recommendation is that "all interior landscape islands with less than 250 square feet of soil surface per tree have the area of the landscape island and at least one additional parking space on all sides modified with structural soil for trees."

- c. Note 13 –Sheet L1 states "All plants that display an unhealthy appearance within one year from date of planting shall be replaced." Note 15 states "All plant materials shall be guaranteed for one year following date of signed final acceptance letter by the landscape architect." These notes shall be combined as follows "All plant materials shall be guaranteed for one year following date of installation and signed final acceptance letter by the Landscape Architect. After one year each plant must show 75% healthy growth as determined by the Tree Warden or plant shall be replaced by the developer."
- d. The white pine plantings exceed the Town's commonly recommended standard of 25% maximum per species use. Plans shall be modified substituting a mixture of white pine, red cedar, con color fir, false cypress, and/or weeping Alaska cypress.
- e. Tree planting locations near light fixtures shall be reviewed and adjusted as needed to maintain appropriate distance from light fixtures.
- f. Plans shall be revised to reflect less use of Red Maple and Red Oak to create a more diverse and "natural" look to the site as the trees mature. Appropriate alternative species include elm, pin oak, white oak, and/or sugar maple.
- g. A new note shall be added under tree protection notes as follows: "All existing trees adjacent to any street lines, and/or within 20' of any pavement, which will be preserved and protected shall be inspected by a certified arborist, any recommended corrective work performed, and report filed with the Town prior to final occupancy.
- h. Note 2 – Sheet L1 shall be amended to include the following: "written certification of acceptance shall be provided to the town two (2) work days before plant material can be installed.
- i. Note 9 – Sheet L1 shall be amended to insert the words "or size" after plant.
- j. Tree planting detail shall be updated to the satisfaction of the Tree Warden.
- k. The applicant shall install a tree on each corner of the portico as discussed at the Hearing. Species type and location shall be added to the final landscaping plan.

Final plans to be reviewed by the Tree Warden and Town Planner for compliance with the above noted required changes.

30. A written five (5) year landscape maintenance plan shall be presented, including at minimum: out year plant replacement if needed, proper mulching detail, summer watering schedule, tree stake removal, and certified arborist inspection and corrective actions for all trees completed in year five (five years after date of final occupancy).
31. A pre-construction meeting shall be held with the Town Planner and Tree Warden to review tree protection areas for existing trees to remain.

32. The Town Planner shall be notified at least 48 hours before actual landscape planting will commence. The Town may observe all aspects of landscape plantings and address with the project proponent any deviation of the approved planting details.
33. Two copies of an as-built plan shall be provided to the Planning Department after completion of construction.

**2<sup>nd</sup>:** Mr. Blanchard  
**Discussion:** None  
**Vote:** 7 – 0

**BLUE WAVE – REQUESTING AN EXTENSION OF TIME**

Mr. Lopez of BlueWave Capital stated that they need to finalize certain agreements and permits that must be secured prior to commencing construction. They have been unable to achieve the timeline originally presented to the Planning Board. They have been diligently pursuing each of these agreements and permits which are as follows:

- Lease Agreement – currently in the process of negotiating a Ground Lease with MassDOT. Negotiations are completed, waiting for signatures
- Access Permits – applied for the required Access Permits from MassDOT on October 15, 2013
- Updated PPA – currently in the process of negotiating an updated Power Purchase Agreement with the Town – currently under review
- NOI – preparing a Notice of Intent to be submitted to the US Environment Protection Agency with respect to storm water – will be submitted soon

Ms. Bubon stated that Bluewave Capital, LLC has requested an extension of the Site Plan Approval until January 31, 2015 to commence construction. Ms. Bubon suggested to the Board and applicant that it may be a good idea to extend the extension to May 30, 2015, just in case they need more time, and that way they don't have to come to the Board.

The Board agreed.

**Motion:** Made by Mr. Chamberland to extend Site Plan Approval for Blue wave Capital, LLC to commence construction to May 30, 2015.  
**2<sup>nd</sup>:** Ms. Waters  
**Discussion:** None  
**Vote:** 7 - 0

**MODIFICATIONS TO CHAPTER 29 – SOLAR BYLAW**

Ms. Bubon stated that she has amended the definition as suggested by Town Counsel and Attorney Eichman is currently reviewing the modifications. The proposed change is to delete the language in the definition that refers to commercial solar facilities so that it is clear that the bylaw applies to all ground mounted facilities. Mr. Eichman's concern is that as written one could make the argument that the bylaw does not apply to a non-commercial facility.

Ms. Bubon stated that she is still waiting for Attorney Eichman's review and edits, so Ms. Bubon wants to hold off until January for discussion. We are still well within our timeframes to have this ready for Annual Town Meeting.

### **TOWN PLANNER UPDATE**

Tim Reardon – Draper Woods – Ms. Bubon stated that the Board approved extension of time of one year was granted to Mr. Reardon for the completion of Draper Woods. Included in the remaining work is Phase III – Elliot Lane. This work had not been included in the Lender's Agreement. Mr. Reardon provided a cost estimate of \$315,700 for this work. This estimate has been reviewed by Mr. Morse and he concurs with this estimate. Prior to work starting, the Lender's Agreement must be increased by this amount (we are holding \$203,683.00 as adjusted in October). Therefore, Ms. Bubon asked that the Board vote to increase the Lender's Agreement amount for Draper Woods by \$315,700 as per the estimate dated 12/2/2014 for a total of \$519,383.00 with the condition that work on Elliot Lane not begin until confirmation of the increase had been provided to the Planning Department by Hometown Savings Bank.

**Motion:** Made by Ms. Hart to increase the Lender's Agreement amount for Draper Woods by \$315,700 for a total of \$519,383.00 as per estimate dated 12/2/2014.

**2<sup>nd</sup>:** Ms. Waters

**Discussion:** None

**Vote:** 7 - 0

Borrego Solar – Ms. Bubon stated that the plans are being revised to combine the two arrays as one. Revised plans are due to be submitted on 12/18/2014.

Ms. Gimas, BOS, stated that the residents who wrote the soar bylaw would like to be notified of any changes or edits proposed to it.

Ms. Bubon stated that she did email Ms. Meunier and Mr. Zek the edits and never received any comments from anybody.

### **OLD/NEW BUSINESS**

Ms. Dumas commented on the plantings at 49 Main Street that the trees planted are too small.

The Board suggested maybe working on a bylaw concerning outside display of goods and what percentage of area it should be. Ms. Bubon stated that the Interim Town Administrator, Ms. Kennedy has suggested that it should be a general bylaw.

Ms. Bubon stated that the BOS feel it should be a general bylaw.

### **NEXT MEETING**

January 13, 2015 – Center Office Building

On a motion made by Mr. Cunniff, and seconded by Ms. Waters, and voted 7– 0, the meeting adjourned at 9:15PM.