

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, JULY 14, 2015**

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
Penny Dumas
Heather Hart
Sandra Gibson-Quigley, Chair
Susan Waters, Clerk

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

Absent: James Cunniff

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

APPROVAL OF MINUTES

Motion: Made by Mr. Blanchard to approve the draft minutes of June 23, 2015.
2nd: Ms. Dumas
Discussion: None
Vote: 4 – 0 – 2 (Mr. Chamberland & Ms. Waters)

**RANDY BERCUME – LAUREL WOODS – REQUEST RELEASE OF FUNDS
FROM LENDER’S AGREEMENT FOR WORK COMPLETED.**

Materials presented:

Application #5 from Randy Bercume requesting Release of Funds – dated 7/10/2015

Form P – Inspection Form – Laurel Woods Subdivision – dated 7/10/2015

Ms. Bubon stated that the applicant has requested release of the amount of \$ 98,676.00 from the Lender’s Agreement to pay for work completed. The work was for sewer work, gravel and binder course and curbing. Mr. Morse inspected the work and stated there is still work to be done. Mr. Morse recommends holding back of \$30,500.00 for remaining work to be done under these categories. Ms. Bubon will sign the release pending approval by the Board.

Motion: Made by Mr. Chamberland to authorize the release of the amount of \$98,676.00 from the Lender's Agreement as requested and authorize the Town Planner to sign the release form and to submit that to Hometown Bank.

2nd: Ms. Waters

Discussion: None

Vote: 6- 0

TIM REARDON – DRAPER WOODS – REQUEST FOR RELEASE OF FUNDS FROM LENDER'S AGREEMENT FOR WORK COMPLETED

Materials presented:

Application #3 from Tim Reardon requesting Release of Funds – dated 7/10/2015

Form P – Inspection Form – Draper Woods Subdivision – dated 7/10/2015

Ms. Bubon stated that the applicant has requested release of the amount of \$35,000.00 from the Lender's Agreement to pay for work completed. The work was for sanitary sewer installation. Mr. Morse inspected the work. Ms. Bubon will sign the release pending approval by the Board.

Motion: Made by Ms. Waters to authorize the release of the amount of \$35,000.00 from the Lender's Agreement as requested and authorize the Town Planner to sign the release form and to submit that to Hometown Bank.

2nd: Mr. Chamberland

Discussion: None

Vote: 6- 0

CONTINUATION OF THE PUBLIC HEARING – TOWN OF STURBRIDGE/RECREATION IS REQUESTING SITE PLAN APPROVAL FOR THE CONSTRUCTION OF ONE (1) SOCCER FIELD, ONE (1) BASEBALL FIELD, TWO (2) BOCCE BALL COURTS, A CHILDREN'S PLAYGROUND, DRY CONCESSION STAND WITH PORTABLE RESTROOM AREA, AND RELATED SITE IMPROVEMENTS. THE PROPERTY IS LOCATED AT 69 ROUTE 84.

Ms. Gibson-Quigley stated that Mr. Chamberland was absent at the last meeting of June 23, 2015. He watched the video of the meeting and signed the certification pursuant to G.L.c.39, Section 23D of participation in a session of an adjudicatory hearing where the undersigned member missed a single hearing session.

Materials presented:

Memo from Waterfield Design Group – dated July 13, 2015 – detailed answers to staff comments – Site Plan Approval Town of Sturbridge/Recreation

Ms. Bubon stated that the narrative addressing staff comments that were noted during the initial review has been received. Ms. Bubon had discussed the narrative with Mr. Morse and

we now believe that pending receipt of the revised plans this submittal is satisfactory with the exception of the installation of the waterline as now is indicated in this narrative. Substantial additional detail will need to be submitted for review and approval of the DPW and BOS before a waterline extension can be approved. Both Ms. Bubon and Mr. Morse recommend approval of the proposed field plan as proposed with the use of the on-site well and potential future waterline extension with the following conditions of approved:

1. Revised plans detailing all the information contained in correspondence dated July 13, 2015 from Waterfield Design Group to Jean M. Bubon, AICP, Town Planner shall be submitted for review and approval by the Town Planner and DPW Director.
2. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board (and revised as per Condition #1 noted above)
3. A construction phasing plan shall be developed for review and approval of the Town Planner and DPW Director prior to the start of construction.
4. Any proposed water line construction shall require further approval of the DPW and the Board of Selectmen.
5. 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.
6. All drainage structures are to be constructed in accordance with the plans submitted.
7. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
8. All other necessary permits must be obtained prior to the start of construction.
9. The site shall be kept in a neat and orderly condition throughout the construction process.
10. 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, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.
11. 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.
12. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
13. Two copies of the as-built plan shall be provided to the Planning Department after completion of construction.
14. Final plans for the concession stand shall be submitted to the Planning Board for approval.

The Board had the following questions and concerns:

- The configuration of the fields – why two bocce fields – maybe one bocce and one horseshoes Ms. Girouard stated that one of her committee members stated that the bocce field at the Senior Center is in bad shape – why not

have new fields – Ms. Girouard that during the public hearing process we will see what the residents would like

- Will having the process done by phasing cost more – Ms. Bubon stated that the phasing is construction phasing which is different e.g. all clearing – then grading and so forth
- Will revised plans come back to the Planning Board – Ms. Bubon stated no – all the conditions will be on the plans
- Mr. Morse was concerned with the fencing – Ms. Bubon stated that he is fine with the response from Waterfield Design
- What about signage – Ms. Bubon stated that the signage will be thru DRC and directional signage with Mr. Morse and police
- Shade trees – Ms. Bubon stated that there are trees along the perimeter of the fields and plantings are shown on the landscape plan – Ms. Girouard stated that there will be shade structures for bleaches and dugout areas
- Can public trees obtained by Mr. T. Chmaberland, Tree Warden be used for this project – Ms. Bubon stated that it all depends where the priority areas are designated
- Will the project need funding in the future – Ms. Girouard stated that once she has the final design – then she can go for funding and proceed for grants

Motion: Made by Ms. Waters to close the Public Hearing for the Town of Sturbridge/Recreation.

2nd: Mr. Blanchard

Discussion: None

Vote: 6 – 0

Motion: Made by Mr. Chamberland to grant Site Plan Approval to the Town of Sturbridge/Recreation for the construction of one Soccer, one baseball field, two bocce courts, a children’s playground, concession stand with portable restroom area and related site improvements with the fourteen conditions listed above. The property is located at 69 Route 84

2nd: Ms. Dumas

Discussion: None

Vote: 6 - 0

KEVIN MACCONNELL – BLACKINGTON BUILDING – 572 & 595 MAIN STREET – REQUEST MODIFICATION OF TREE SPECIES ARRANGEMENT AND WOOD RAIL.

Ms. Bubon stated that the Blackington Building parking lot construction is underway.

During construction it was noted by Mr. MacConnell owner that the wood guard rail he originally proposed for the rear of the property is likely not needed and that the area would look more natural if he just continued the row of boulders that exists as a way to mark the bound of the parking lot. There is substantial row of vegetation remaining and when combined with the boulders would mark the edge of the lot and should deter vehicles from driving too far (there will also be curb stops).

First, it was noted by the Conservation Agent during one of his inspections that the Sugar maple proposed by the light will likely pose a conflict and need continual pruning. Ms. Bubon recommended that the sugar maple be moved further away from the light, and will still provide shade, etc. Mr. MacConnell would like to replace the Flowering Dogwood proposed by the entry with two sugar maples. Since these are all substantial trees will still afford the same level, if not more shade and greenery.

Additionally, Ms. Bubon stated that it was noted on the plan that a light would be placed on the existing light pole at the corner of the parking lot. This will not provide benefit to the parking lot since there is a great deal of vegetation between the light and the parking lot. The pole is on the other side of the vegetated area. Mr. MacConnell is proposing to add two lights to the other existing pole, one facing either side of the parking lot.

Finally, Ms. Bubon stated that Mr. MacConnell is requesting that he be allowed to leave and continue the row of boulders rather than add a guard rail as shown on the plan. This seems like a reasonable alternative. This will look more natural and require less excavation. This should not pose a safety concern since there will be curb stops and then the row of boulders.

The Board had the following questions and concerns:

- Will the curb stops be concrete and not painted – Ms. Bubon and Mr. MacConnell stated that the curb stops will be concrete and be natural
- Has the buried pipe been found – Mr. MacConnell stated that Mr. Morse is still investigating
- How far apart will the boulders be – Mr. MacConnell stated that the boulders will be nose to nose

Motion: Made by Mr. Blanchard to accept the modification of tree species arrangement, sugar maples either side of the driveway and sugar maple in front, add two lights to the other existing pole and to continue the row of boulders.

2nd: Ms. Waters

Discussion: None

Vote: 6 – 0

Ms. Bubon stated that she has spoken to Mr. Burlingame about the outside storage by the tenant at the Blackington Building. She stated that in the Site Plan Approval, Condition #17 stated that “all outside storage of product and material shall be removed from 572 Main Street and shall at no time be reestablished.

TOWN PLANNER UPDATE

CMRPC Report on Subdivision Potential – Mr. Smith has provided his final report for the subdivision potential work he was requested to complete. Overall, he found very few lots with subdivision potential in the District. Mr. Smith was unable to attend the meeting but if anyone has questions we can submit them to him or he can attend a future meeting.

CVS – submitted architectural and sign application to the DRC for their July 14, 2015 meeting. Ms. Bubon stated that the meeting went well – DRC asked for more information and are continuing the meeting to August 11, 2015

Route 148 – was selected for roadwork – Mr. Gaumond, Chief Ford and Ms. Bubon had a meeting with MassDOT in Boston this afternoon. The potential safety enhancements are:

- Improve advance warning signs for horizontal curves
- Replace existing Side Road with “caution Intersection”
- Remove “turtle crossing” signs. Replace with “Deer Traffic”
- Add roadway lighting
- Provide reflectorized pavement markings
- Post “School Bus Stop Ahead”
- Long term – widen roadway for sidewalks and bike lanes
- Long term – construct bus pull-outs
- Eliminate passing zones
- Work with schools area hospitals with late shifts – dangers of fatigued driving

The 40B proposal for 152 Main Street was provided with a Project Eligibility Letter on June 22, 2015. Ms. Bubon has spoken to the applicant and they intend to file in a couple weeks. The project has been reduced by one building and if approved for the 103 units this will raise the Subsidized Housing Inventory to 9.6%.

Dr. Restrepo indicated that she could be available on her lunch hour Monday, July 20th between 1:00 and 2:00 PM. Mr. Chamberland is not available on that day. Ms. Bubon will look for another time when Mr. T. Chamberland and others can be available.

604b Grant – was received but only about half the funding we requested. We are paring back the proposal to include the LID Bylaw, workshop and education component for Earth Day but it appears we will need to eliminate the demonstration project at OSV.

Ms. Bubon stated that Mr. Patel finally received approval from MassDOT

OLD/NEW BUSINESS

Sturbridge Coffee - picnic tables out front – Ms. Bubon stated that the picnic tables do not at this time interfere with parking – will need to watch once Sturbridge Steakhouse opens

Mobil Station closed – Ms. Bubon stated that the lease is up - chose not to renew – all will be torn down

Ms. Dumas feels that the umbrellas that are on the outside tables at Jimmy D’s is advertising and another form of signage. – Ms. Bubon stated that she will talk to Mr. Burlingame

NEXT MEETING

August 18, 2015 – Center Office Building

On a motion made by Mr. Blanchard, and seconded by Ms. Waters, and voted 6– 0, the meeting adjourned at 7:55PM