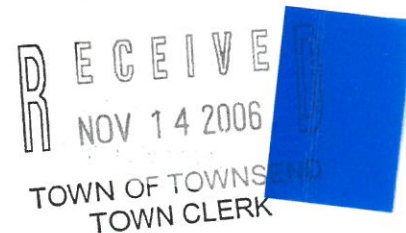




Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
978-597-1722



Jeffrey R. Peduzzi, Chairman
Louis C. Kiklis, Clerk

Stanley Vladyka, Member

Nicholas E. Thalheimer, Vice-Chairman
Gerald B. Coughlin, Member

Meeting Minutes
October 2, 2006 7:00 p.m.
Townsend Memorial Hall,
BOS Chambers
272 Main Street, Townsend, MA 01469

I. PRELIMINARIES:

1.1 The meeting was called to order at 7:04 p.m.

1.2 Roll call – Present were Chairman, Jeff Peduzzi, Clerk, Louis Kiklis, Member, Stanley Vladyka, and Administrative Assistant, Jeanne Hollows. Vice-Chairman, Nicholas Thalheimer arrived at 7:12 p.m. Member, Jed Coughlin was absent.

1.3 Additions or deletions to agenda - None.

II. APPOINTMENTS:

2.1 7:30 p.m. Public Hearing- **Brian Anderson, 248-250 Main St., Parking Expansion** – At 7:30 p.m. J. Peduzzi opened the Public Hearing and introduced Board members. L. Kiklis read the legal ad. Steve Mullaney of S. J. Mulaney Engineering, Inc. attended the meeting, along with business owner, Brian Anderson. S. Mullaney explained that B. Anderson has been operating Anderson's Funeral Home at 250 Main St. on $\frac{3}{4}$ acre of land for several years and recently purchased an adjacent lot $\frac{1}{4}$ acre in size, on the corner of Depot Street. They acquired a demolition permit, removed an existing house, and did some grading for stabilization purposes. He explained that the business currently operates with 24 parking spaces, and they plan to add an additional 21 spaces for a total of 45, including 2 handicap access parking spaces and an access ramp. Based on conversations with abutters, they have created a landscaping plan to include arborvitae trees as screening and flowering crab apple trees, which will not hinder sight view. The current entrance will be eliminated and a new entrance will face the adjacent lot. S. Mullaney pointed out that people who currently come to calling hours have to park across the street. The new plan will provide more parking to alleviate a safety issue of pedestrians crossing Rt. 119; will add more green space, and will provide a safer exit onto Depot Street. N. Thalheimer requested that a "Left Turn Only" sign be installed at the parking lot exit onto Depot Street. S. Mullaney stated that the paved parking area will add approx. 70' by 70' of impervious surface beyond what existed when the house was on the lot.

B. Anderson stated that Highway Superintendent, Ed Kukkula, had recommended adding a pie-shaped area of paving from Depot Street to the parking area, rather than a sidewalk, to make it more pedestrian-friendly. The Board agreed there would be no need for a sidewalk.

J. Peduzzi questioned the pre-permit work that had already been going on, acknowledging the granite curbing was a plus and helpful for stabilization, but stated the tree plantings went beyond the scope of a demolition permit. S. Mullaney described the soil as very sandy and stated that leeching catch basins would be installed to catch run-off, sloping from the building toward Depot Street.

J. Peduzzi asked the Board if they wanted to require a peer review on the project. It was the consensus of the Board this was not needed. The Board reviewed the Plans and the requirements for approval of a Site Plan Special Permit. S. Vladyka motioned to waive the portions of §145-42 D. requiring a locus map, and driveway openings within 200 feet. L. Kiklis seconded for both waivers, and all four members voted in favor.

It was noted that there was no surface water drainage shown on the plan. S. Mullaney stated he would provide a revised plan to show drainage. Lighting was not shown on the plan. S. Mullaney stated that two floodlights would be replaced; three decorative pole lights would be installed, one at the entrance, another at the exit, and a third at the corner near the leeching area. He stated that the lighting would also be added to the revised plan.

J. Peduzzi read the Referral Notices, as follows:

Police Department: "One way sign at Exit onto Depot Street. No other issues. (Will be an) Improvement for pedestrian traffic crossing Route 119."

Zoning Board of Appeals: "Cart before the horse?"

The Board summarized their observations as follows:

- Traffic flow plan will be a huge improvement.
- No new structures will be built and no new business created
- Safety risk will be reduced

With no further issues, L. Kiklis motioned to close the public hearing at 8:20 p.m. S. Vladyka seconded and the vote was unanimous. J. Peduzzi stated the Board would work on a draft Decision.

2.2 8:30 p.m. Turnpike Rd. 40B Filing - Developer and owner, Gary Lorden of Turnpike Village, LLC, attended the meeting along with his engineer, Brian Milisci, of Whitman & Bingham Assoc. Also in attendance was Sue Bracket, of David Ross Assoc., to continue review of her Peer Review Report. Discussion included the following:

- G. Lorden received a reply from the Post Office stating that individual mailboxes within his proposed development would be allowed, and added that he could provide the mailboxes to achieve a unified look.
- G. Lorden asked for the Board's input with respect to adding additional parking spaces an area near the bus shelter. It was the consensus of the Board that three (3) total space would be sufficient.
- It was noted the area falls within the Squannassit Area of Critical Environmental Concern (ACEC) as designated by the State, and an Environmental Notification would be required.
- G. Lorden asked the Board how they would prefer to see the acre designated as open space treated. One-half is set aside for the primary septic system and the other half is the reserve area. He asked if they would like to see the entire area cleared and opened for recreational use, or to create partial openings leaving interspersed trees. He also asked if they would want to leave a vegetated buffer along the abutting property. In answer to a question regarding existing conditions, Mr. Lorden described a 20'-30' area of pines, with a deteriorated barbed wire fence separating adjacent open fields. The Board concurred that the question of how much to clear should be added to the list for the ZBA to review, with a request that they contact abutters to receive input on whether or not they want to see more or less of the open space cleared and how much of a vegetated buffer should remain.
- The Board expressed concern regarding the level of service that would be in place for management of Stormwater issues such as culvert cleaning, and maintenance of the common open space area. The Board would want to see a detailed maintenance plan where homeowners, through their association would be required to keep up with maintenance and inspections. B. Milisci stated that he could provide a checklist for maintenance.
- J. Peduzzi stated that his request to the developer is to reduce the number of units.
- B. Milisci stated he would wait until he has all of the comments, concerns and suggestions for changes from everyone involved before making a revised plan.

2.1 Response from Rich Hanks RE: Activity on the property – a brief discussion ensued regarding a memo from R. Hanks, Zoning Enforcement Officer, who stated there are about 20 truck-loads of clean gravel, stored on the site, however, he saw no recent activity.

2.2 Comments from other Boards & Preliminary Comments – J. Peduzzi read comments received by other Board.

- Michele Cannon, Conservation member and Housing Authority Chairwoman, was in attendance at the meeting and stated she would like to see a vegetated buffer zone on the border adjacent to the Squannacook River. G. Lorden stated that the average distance from the back of each house is between 50' - 65.' S. Vladyka mentioned that a norm for vegetated buffer zone is a minimum of ten feet. It was the consensus of the Board to request as much buffer area as possible.
- The Board agreed with the Fire Chief's comment to require a fire hydrant on every corner.
- It was noted that deeds will state that homeowners acknowledge they are buying property that abuts a working farm. G. Lorden stated he believes farm pesticides/herbicides/sprays will have no effect on residents based on average prevailing winds in the area.
- On the question of ground water contamination G. Lorden stated that leeching filters straight down and due to the depth to ground water, any affect on the aquifer would be negligible.
- In response to the Police Chief's comments regarding an estimated additional 90 vehicles added to a neighborhood that has experienced a fatality in the past, G. Lorden stated that the planned entrance to the development was moved further away from the slope, based on a traffic study and discussion with the ZBA.
- A discussion ensued with regard to homeowners' exclusive use areas and their associated rights. It was suggested by the Board that a notation in the association by-laws outline homeowners' rights to maintain their own homes, driveways, walkways, fences, etc. by temporarily working from another neighbor's exclusive use area, if needed.

2.2.1 Board's Written Response to Mandatory Referral – J. Peduzzi stated he would work on a formal response to the ZBA upon his return from vacation. J. Hollows stated she would write a response memo to the ZBA advising them of the status.

2.2.2 09-06-06 Initial Review Report from Ross Assoc. to ZBA- Received and noted.

2.2.3 Concerns itemized from draft Minutes of 8/21/06 – Received and noted.

2.2.4 09-06-06 Initial Review Report from Ross Assoc. to ZBA – Received, noted.

2.2.5 Concerns itemized from draft Minutes of 8/21/06 – Received, noted.

III. WORKSESSION:

3.1 Request from Peter DeCarolis – The Board received a written request from Peter DeCarolis asking that the Board use a Peer Review Consultant/Engineer other than Holmberg & Howe, for their review of his 27-lot subdivision application on Proctor & Haynes Road. Following a brief discussion, it was the consensus of the Board that since Holmberg & Howe had done the review work on a prior Definitive Plan for the same tract of land, in 2004, it would be more cost effective to use them again. The Board directed J. Hollows to send a letter to Mr. DeCarolis to thank him for his note, and to advise him that the Board is not inclined to entertain his request for that reason. J. Peduzzi added that we should advise P. DeCarolis that if he wanted them to hold off sending out the filing to Holmberg & Howe, he could discuss it further at the opening of the public hearing. L. Kiklis motioned to respond as such. S. Vladyka seconded and the vote was unanimous.

3.2 MRPC Survey – The Board discussed and completed the survey for MRPC with respect to Trial Development.

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3.3 (1) Petition received for Zoning Amendment to enlarge OCD District from 30 Main St. through 38 Main St.; and (2) Petition received for Zoning Amendment to enlarge DCD District from 255 Main St. through 199 Main St. - The Board noted that the dates both of these Petitions were submitted will leave them very little time to hold the required public hearings, review the proposal and write a report in time for the Special Town Meeting on Nov. 14, 2006. The Board reviewed the time lines for their current "Business before the Board," and following a brief discussion they agreed that a hearing could be set up for Nov. 6th and they would do a comprehensive review and provide an opinion based on the merits of the proposal.

3.4 Maps from Assessor's Office - Administrator, Anne Stevens, provided maps outlining wetlands, streams and bodies of water on the Proctor-Haynes Rd. parcel of land proposed for a 27-lot subdivision and asked if this type of map is what the Board would like to see from the GIS program. The Board reviewed the maps and asked if the Conservation Commission would be able to look at areas shown as streams, ponds and wetlands on the maps to make a determination as far as accuracy, and whether or not there is knowledge of additional such areas on the property not shown on the map.

IV. CORRESPONDENCE:

The following correspondence was received and noted by the Board:

- 4.1 Response Letter from Zoning Enforcement Agent to Atty. Barnett RE: Request for cease & desist to Gillis Homes**
- 4.2 Planning Commissioners Journal Notice**
- 4.3 NRWA 2006 Annual Meeting & Dinner - Nov. 3, 2006 – Fay Club, Fitchburg**
- 4.4 Notices from Townsend and other towns**

V. ADJOURNMENT

At 10:15 p.m. N. Thalheimer motioned to adjourn the meeting. J. Peduzzi seconded. The motion carried by unanimous vote.

(Transcribed from notes)
Respectfully Submitted by

Jeanne Hollows
Planning Board Administrative Assistant



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Meeting Agenda

October 2, 2006 7:00 p.m.

Townsend Memorial Hall,

272 Main Street, Townsend, MA 01469

I. PRELIMINARIES:

- 1.1 Call the meeting to order
- 1.2 Roll call
- 1.3 Additions or deletions to agenda

II. APPOINTMENTS:

- 2.1 7:30 p.m. Public Hearing- Brian Anderson, 248-250 Main St., Parking Expansion
- 2.2 8:30 p.m. Turnpike Rd. 40B Filing - Peer Review Report, David Ross Assoc., & project engineer.
 - 2.2.1 Response from Rich Hanks RE: Activity on the property
 - 2.2.2 Comments from other Boards & Preliminary Comments
 - 2.2.3 Board's Written Response to Mandatory Referral...?
 - 2.2.4 09-06-06 Initial Review Report from Ross Assoc. to ZBA
 - 2.2.5 Concerns itemized from draft Minutes of 8/21/06

III. WORKSESSION:

- 3.1 Request from Peter DeCarolis for the Board to use a different Peer Review Consultant for his project
- 3.2 MRPC Survey RE: Trial Development
- 3.3 (1) Petition received for Zoning Amendment to enlarge OCD District from 30 Main St. through 38 Main St.
(2) Petition received for Zoning Amendment to enlarge DCD District from 255 Main St. through 199 Main St.
Review time lines for "Business before the Board"
- 3.4 Maps from Assessor's Office - Is this what the Board wants to see from GIS?

IV. CORRESPONDENCE:

- 4.1 Response Letter from Zoning Enforcement Agent to Atty. Barnett RE: Request for cease & desist to Gillis Homes
- 4.2 Planning Commissioners Journal Notice
- 4.3 NRWA 2006 Annual Meeting & Dinner - Nov. 3, 2006 - Fay Club, Fitchburg

Next Meeting Date: Regular Meeting - Monday, October 16, 2006 at 7:00 p.m.

