

WARREN PLANNING BOARD

MINUTES OF MARCH 9, 2011

Present: Mr. William Ramsey; Chairman, Mr. Mark Richard, Mrs. Susan Libby, Mr. David Messier, and Mr. Peter Krawczyk

Attendees: Bill Scanlan, Town Planner

Mr. Ramsey opened the Meeting at 6:00 PM.

In order to notify all members of last minute meeting cancellations or other important matters, Mr. Ramsey asked if the members could follow a telephone call chain. The Board agreed to do so. Mr. Ramsey will notify Mr. Richard, who will notify Mrs. Libby, who will notify Mr. Messier, who will notify Mr. Krawczyk.

Upon a motion by Mr. Messier seconded by Mrs. Libby, the Board unanimously approved the Staples invoice for \$82.72, the CMRPC annual assessment for \$1,150.63, and the Planning Board report for the Annual Report prepared by Mrs. Acerra.

Donald Para presented an Approval Not Required Plan for property for 130 Knox Trail Road. The intent of the Plan is to make the lot, which contains a single family home, conforming to the district's area and frontage requirements. The Board found the Plan entitled to endorsement. Upon a motion to endorse by Mr. Messier, seconded by Mrs. Libby, the Board voted unanimously to endorse the Plan.

Mr. Messier left the meeting at 6:30 PM.

The Board discussed the status of the Iverson gravel pit. The Board is concerned about the condition of a trailer on the property, which one member described as being in a deplorable, unsafe condition. There was a question if the owner had provided a certified plan for the property that the Board requested. The members were concerned that the owner has disregarded the Board's repeated requests for information and has not brought the site into compliance with its permit. Failure of the owner to comply sets a bad precedent in that other owners may also believe the Board will not take action to enforce its decisions. Upon a motion by Mr. Krawczyk, seconded by Mrs. Libby, the Board voted unanimously to instruct the Building Inspector to conduct an inspection of the property to determine if any violations exist on the property and to determine if the trailer is in an unsafe condition. The Building Inspector may take such enforcement action he deems appropriate, including issuing a Cease and Desist Order if he finds conditions warrant such an action.

The Board postponed discussion of the Fijol gravel pit until the next meeting. In Mrs. Acerra's absence, the Board could not find the plan Mr. Fijol recently submitted.

The Board reviewed the application for a special permit for 5 Winthrop Terrace to alter a non-conforming structure. The applicant wishes to add a fourth apartment on the third floor. The Board decided to hold the public hearing on April 6th at 6:30 PM. The applicant has requested waivers for Sections 3, items 5-10 of the Board's site plan regulations. The Planner will send a letter to the applicant requesting more information on the waiver requests.

The Board reviewed the Town's sexual harassment policy. After a discussion of the policy, the members agreed with its contents and signed the acknowledgement form.

The Board reviewed the Town's cell phone harassment policy. After a discussion of the policy, the members agreed with its contents and signed the acknowledgement form.

The Chair read the supply ordering Memo regarding the new procedures for ordering supplies under the regional procurement program.

The Board reviewed the minutes of its previous meetings. With the absence of Mr. Messier, the Board was unable to vote on the minutes of Dec. 29th, and will do so at a future meeting.

Upon a motion by Mr. Krawczyk, seconded by Mrs. Libby, the Board voted unanimously to accept the minutes of Jan. 19, 2011.

Upon a motion by Mr. Krawczyk, seconded by Mrs. Libby, the Board voted unanimously to accept the minutes of Feb. 16, 2011.

Upon a motion by Mr. Krawczyk, seconded by Mrs. Libby, the Board voted unanimously to accept the minutes of Feb. 23, 2011. Mr. Richard abstained.

The Board discussed the need to submit articles to Town Meeting by March 24. The Board has three zoning articles it intends to submit, pending the results of an upcoming informational meeting.

The Board reviewed the budget prepared by Mrs. Acerra. Upon a motion by Mr. Krawczyk, seconded by Mrs. Libby, the Board voted unanimously to accept the budget and submit it to the Finance Committee.

The Board discussed the upcoming public informational meeting on the proposed zoning articles. The session will take place on March 23rd at 6:15 PM. Mr. Scanlan will send a press release to the Quaboag Current and Worcester Telegram and Gazette to notify the public of the meeting. Mr. Richard will supply a notice for the cable TV bluescreen. Mr. Scanlan will ask the website operator to post the press release and the draft articles on the Planning Board page of the Town's web site.

Upon a Motion to Adjourn by Mrs. Libby, seconded by Mr. Krawczyk, the Board voted unanimously to adjourn at 8:10 PM.

William Scanlan
Town Planner

Date Approved: March 16, 2011