

WARREN PLANNING BOARD  
MINUTES OF DECEMBER 11, 2013

PRESENT: Mr. Bill Ramsey; Chairman, Mrs. Susan Libby; Vice-Chairman, Mr. Peter Krawczyk, Mr. David Messier and Mrs. Melissa Sepanek

ATTENDEES: Ed Kretkiewicz, Robert Downing, David Delanski, Robert Lavash, James Fountain, James Kordek, Gary Odiorne, Jill Souza and Patricia Michalski

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**Opened the Meeting at 6PM**

**COMMENTS & CONCERNS**

Mr. Kretkiewicz attended this evening's meeting and delivered a written complaint regarding the First Wind Energy Solar Farm project on Little Rest Road. His complaints stem around violations of working outside of the approved times. The Orders of Conditions that were issued clearly state work hours are 7AM to 7PM Monday thru Friday and 8AM to 4PM on Saturdays. Work on Sundays and holidays are prohibited without prior consent of the Board.

Mrs. Acerra informed the Board that anytime a complaint is filed, it is logged (call log provided for Board) and followed up with the appropriate parties in an attempt to resolve issues. A meeting has been scheduled with Jack Keough and Borrego Solar for Monday, December 16, 2013 to discuss some construction documents, therefore this too will also be discussed.

The Board will put in a request to Town Planner, Wm. Scanlan to look into the possibility of Miller Brewer Company for the former Wright's Mill Facility. They have recently pulled out of a proposal in Palmer so Mrs. Libby suggested that Warren try. All were in favor.

**6:15PM - DISSCUSSION REGARDING TOWN PLANNER CONTACT/POSITION**

The Board along with the Board of Selectmen met this evening to discuss the Town Planner Contract and Position. The Planning Board expressed concern to the Selectmen's Office that there is no current contract on file. The Board of Selectmen stated that it is because of some confusion surrounding who is actually the authority over the position.

Currently and in the past, the position has been under the Selectmen's authority with the planner working under the supervision of the Planning Board. Mr. Delanski stated this evening that he would like to see both the authority and supervision is under the Planning Board. He went on to suggest that the Planning Board re-write the job description and get approval from Town Counsel. Mr. Ramsey stated that the Board reviewed the scope of services that are currently in place and all feel that Mr. Scanlan has fulfilled each of the aspects of the document. Unfortunately, he is a victim of the economic times when not much is happening. Gary Odiorne requested clarification as to if Mr. Scanlan is working without a contract, to which Mr. Downing stated yes, however there is an understanding with Mr. Scanlan that it is extended until such time a renegotiated contract can be signed.

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James Fountain feels that the entire job description be rewritten because in his opinion all the Town Planner is doing is zoning for the Planning Board. With a new description the position could be put out to bid which Mr. Scanlan would have the opportunity to bid on as well. He cited the values of the homes that are going down while taxes are going up. He is concerned that with the tax rate as it is, neither residents nor business will want to come to Warren.

Mr. Ramsey wanted to go on record and state that Mr. Scanlan plans for the entire town, not just the Planning Board as Mr. Fountain has suggested. Mr. Fountain felt that perhaps paying the approximate \$33,000.00 salary per year is not enough. Mrs. Libby reminded him that at the time the position was created, a full-time position was very unlikely of being approved at Town Meeting.

Mr. Messier stated that in his opinion, it is the tax rate that is stopping business from coming into town and not the Planning Board or Town Planner. Mr. Delanski defended the actions at the recent Special Town Meeting stating that the results of that night had 0% affect on the tax rate. Mr. Fountain's opinion was that the Board of Selectmen should have voted to postpone the STM until we (the town) knew what the tax rate was going to be. Mr. Delanski stated that they (BOS) didn't know until the day of the STM that the home values went down 5%. Mr. Fountain stated that he and the other members of the Citizens Action Committee are not here to cause trouble but they do want change.

After the discussion it was decided that the Planning Board would review the current Scope of Services for the position of Town Planner and provide an updated draft for our first meeting in January 2014. The Planning Board was also in agreement that the contract should be drafted by the Board of Selectmen's Office which is where the authority lies.

### **DONNA YOUNG – 1026 EAST ROAD – SCENIC ROAD APPLICATION**

Ms. Young has submitted a Scenic Road Application for property she will be constructing a new home on located at 1026 East Road in Warren. Both the Highway Surveyor and Tree Warden have received a copy of the application to which neither had any opposition to. No trees or walls are being removed in order for the driveway to be constructed. After a review of the application and brief discussion all were in agreement that a Public Hearing will not be necessary. Any work beyond what is shown this evening will require approval from the Planning Board. The Board's findings will be sent to Ms. Young for her records.

### **BILLS/MEMO/OTHER BUSINESS**

Motion to sign the T & G invoice for advertising in the amount of \$283.50 made by Mrs. Libby; second: Mr. Krawczyk – unanimous.

Motion to approve and sign the WB Mason invoice for office supplies in the amount of \$64.97 made by Mrs. Libby; second: Mr. Krawczyk – unanimous.

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Motion to approve and ratify payroll for Rebecca Acerra in the amounts of \$226.61, \$148.60 & \$152.31 made by Mrs. Libby; second: Mr. Messier – unanimous.

Motion to approve and sign the invoice for Wm. Scanlan in the amount of \$1,300.00 made by Mrs. Libby; second: Mr. Krawczyk –unanimous.

Motion to approve and sign the invoice for Wm. Scanlan in the amount of \$1,300.00 made by Mrs. Libby; second: Mrs. Sepanek – unanimous.

A public hearing will be scheduled for Wednesday, January 8, 2014 at 6:30PM on the application for Site Plan Review No. 22 for Darren Paquette for 235 Old W. Brookfield Road. Mr. Paquette is requesting to construct a 4 unit apartment complex.

Mrs. Acerra requested that the Board review the submittals provided by Keith Goyette for his application for a Special Permit for an Off-Road Vehicle Park on Reed Street. The hearing closed on November 20, 2013 and the board needs to have a decision filed within the statutory requirements. A discussion on the matter will take place at an upcoming meeting.

Next Meeting Date: January 8, 2014 at 6PM.

Motion to Adjourn made by Mr. Messier; second: Mr. Krawczyk – unanimous at 7:45PM.

Respectfully submitted,

Rebecca Acerra  
Secretary

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Date Approved