



MEETING MINUTES
January 14, 2015

Chairman: Marc Frieden
Members Present: Christopher Olson, Cheryl Carlson, Mark Brodeur
Members Absent: Vincent Vignaly
Others Present: See Attached Sign-In Sheet

All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 140 Worcester Street.

The regular meeting was called to order at 8:15 p.m.

Ms. Carlson made a motion to discuss “Old Business/Outstanding Issues/Follow-Ups” last in order to accommodate those present who had business on the agenda; Mr. Brodeur seconded the motion; all voted in favor; motion approved.

New Business/Review of Correspondence/Emails Received:

- 1) **Holy Cross College (1000 Goodale Street) Review of Revised Plans** – John Lapomardo was in attendance. He stated that after Planning Board approval was received, there were minor changes needed in order to bring the cottage into ADA compliance. The temporary construction was moved away from the cottage in order not to disturb the land, the shape of the turnaround was changed, and the 30,000 gallon fire protection tank is now located under the parking area. Mr. Lapomardo said that it is controlled construction and the engineer will ensure that the building code is met. The board agreed that the changes are not substantive, and an amended Site Plan Review is not necessary.
- 2) **ANR Plan – Woodland Street (Beehive Builders)** – Ron Thunberg was in attendance. After brief discussion, Ms. Carlson made a motion to accept the ANR Plan of Land for three lots located on Woodland Street in West Boylston, Assessor’s Map 174, Parcel 45.1 owned by Beehive Builders, prepared by Hub Survey Associates, Inc. dated January 6, 2015; Mr. Olson seconded the motion; all voted in favor; motion approved; the board signed the mylar and six copies.
- 3) **Goodale Park Master Plan Concerns** – Mr. Brodeur felt that Mr. Vignaly’s email was premature since the changes are not yet known. It will be tabled to the next meeting so Mr. Vignaly can respond.

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- 4) **Tennessee Gas Pipeline Information Request** – It appears that Mile Posts 13, 14 & 15 border existing commercial property. There is no anticipated planned development at this time. Mr. Olson will draft a response to be discussed at the next meeting.
- 5) **Old Century Farm Development (resident issues)** – The Planning Board Clerk was notified that they wish to attend a February meeting.

Correspondence Received:

- 1) **Review ZBA Notice (Special Permit for 24 Woodland Heights Drive to expand existing garage and add an accessory apartment)** – Mr. Brodeur said two special permits would be required; one for the expansion of the garage, and one for the accessory apartment. Because the Building Inspector’s denial makes no mention of the accessory apartment, it is not known if he was aware of it. Mr. Brodeur will email the ZBA Chair.
- 2) **Review of Police Department Articles** – Two articles; Civil Fingerprinting and Licenses and Permits were reviewed by the board with no objections. Mr. Brodeur made a motion to write a letter to Leon Gaumond supporting both articles; Mr. Olson seconded the motion; all voted in favor; motion approved.
- 3) **CMRPC Email regarding Green Community Designations** – No action to be taken.
- 4) **Building Inspector Email re Nonconforming Uses and Structures** – Tabled to the next meeting.
- 5) The sidewalk project was briefly discussed. The \$1 million grant-funded project will bring 7,200 linear feet of improvements to the town, centering around the schools.

Reports from Other Boards – Mr. Olson said the Town Wide Planning Committee met and reviewed the Land Use Zoning and Housing Population chapters of the Master Plan. They have not yet been approved. The Open Space and Recreation chapter has been approved. Mr. Olson will provide a copy to the board for review at the next meeting.

Mr. Frieden said the Affordable Housing Trust met and are moving forward with the Orchard Knoll property and attempting to acquire town control. If the town has control rather than the state, it will be an easier process for development.

Mr. Frieden said the Finance Committee questioned if the funds used to pay the Community Housing Specialist should be a budget item rather than use CPC funds. Mr. Frieden the position is not required full time and they are happy with the fee for service funds from the CPC.

Old Business/Outstanding Issues/Follow-Ups:

- 1) **Status of Village Zoning Bylaw Grant with CMRPC** – Mr. Olson said the Town of Upton has shown interest in Village Zoning bylaws. He will keep the board updated.

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- 2) **District Local Technical Assistance (DLTA) to CMRPC Municipalities** – Mr. Olson spoke with the Town Administrator and said the BOS would be discussing the DLTA grant at the Selectmen’s meeting. One of the conditions of the grant is that the BOS must support the effort. Mr. Olson emailed Mr. Gaumond today and is awaiting his response.

Citizens’ Comments – None tonight.

Approve Payment of Invoices/Review Draft Meeting Minutes and Public Hearing Minutes of December 10, 2014 – Invoices were approved. Ms. Carlson made a motion to approve the December 10, 2014 Nuha Circle Public Hearing Minutes and December 10, 2014 Meeting Minutes; Mr. Olson seconded the motion; Mr. Frieden, Ms. Carlson and Mr. Olson all voted in favor; motion approved. Mr. Brodeur abstained from voting.

A motion was made by Ms. Carlson to adjourn. Mr. Olson seconded the motion; all voted in favor; motion approved. The meeting adjourned at 9:35 p.m.

Date Accepted: _____

By: _____
Christopher E. Olson, Clerk

Submitted by: _____
Melanie Rich