



Town of Westminister

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD
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William C. Taylor, II - Chairman, Marie N. Auger - Vice Chair, M. Donald Barry Michael Fortin Jon Wyman

MINUTES OF REGULAR MEETING

Monday, December 10, 2012

Room 222, Town Hall

Attendees: Marie Auger, Bud Taylor, Don Barry, Jon Wyman, Mike Fortin, Stephen Wallace-Town Planner

Additional Attendees: Mr. Eugene LeBlanc, Mr. Jim Delisle

7:00p.m.

The Planning Board opened the meeting. Bud informed those present the meeting was being audio recorded.

7:02p.m. *Minutes*

Motion by Don to approve the November 26, 2012 meeting minutes. Seconded by Jon. Voted AIF to accept the minutes.

7:03p.m. *Continued Public Hearing regarding Site Plan Approval for Alan Belanger (Dig & Pour LLC) to use the property at the end of Rowtier Drive for an industrial use: excavation/foundation business and wholesale business with outside storage, truck terminal and recycling facility in an Industrial-II zoning district.*

Bud stated the PB had received an e-mail from Mr. Belanger stating he was still unready to proceed and asking to continue his hearing to next month.

Stephen stated he had spoken with Mr. Belanger who informed him he would know by next month one way or another whether he would be proceeding. The PB to continue the hearing to January 14th, 2013. Motion by Don to continue the public hearing to January 14th, 2013. Seconded Jon. Voted AIF to continue the hearing.

7:04p.m. *ANR plan for Worcester Road Lead the Way Development Co. LLC / Eugene LeBlanc*

Mr. Eugene LeBlanc presented a plan and stated he was revising a plan previously endorsed by the PB to allow for a home to be built further to the rear of the center lot of three. Mike asked the PB whether they felt that the lot being created might not meet the front yard requirement as defined by the zoning definition. He told Mr. LeBlanc it was his opinion that because the lot narrowed to 110 feet it might not meet zoning for a home to be built at the rear of the lot. Mr. LeBlanc stated he was aware of the definition, stated he did not believe it was the intent of the definition to prevent a home from being built, but acknowledged he might need to build an outbuilding at the front of the lot to satisfy the definition. Don, Marie and Jon had no questions. Bud stated Mike had addressed his thoughts about front yard and had no further questions. Marie motioned to endorse the plan. Mike seconded. Voted AIF to endorse.

7:14p.m. *Review and discuss amended abutters notification form.*

Stephen stated he had found an abutters guide to zoning which he had revised for the PB's review. Jon asked if it was a policy or a handout. Stephen stated just a handout. Don made a motion to accept the abutters guide as updated. Jon seconded. Voted AIF to accept the revised guide.(attachment 2). Don motioned to have the comments included as an addendum to

Stephen's draft second letter. Don also commented that the board knows, not believes the Depot Road Bridge is structurally sound and wanted the word changed in the letter. (attachment 3)
Jon seconded. Voted AIF.

7:16p.m. Review draft Annual Report submission

Bud asked if members had read the Town Annual Report submission Stephen had written for the PB. Jon motioned to accept the draft Annual Report as written. Marie seconded. Voted AIF to accept the draft Annual Report as written.(attachment 3)

7:17p.m. Fiscal Year 2014 Planning Board Budget discussion.

Bud asked members to review the previous year 2013/fiscal year 2014 budget worksheet provided by the Advisory Board.(attachment 4) Stephen stated the PB was half way through the fiscal year but had used up 70% of its advertising budget. The Wind Power and Cell Tower amendment hearings had each cost \$180 to advertise. Don told members if the Senior Center budget is voted forward, the Town has agreed to not charge fees for it and to be aware of that moving forward. Bud asked if any of the line items should be increased. Jon motioned to increase the advertising line item 5301 from \$500 to \$600. Jon then asked if the Master Plan Committee budget was a part of this PB budget. Mike motioned amend Jon's motion and increase the advertising line item from \$600 to \$800. Seconded Marie. Voted AIF. Bud asked about line items for in state travel 5711 and dues, subscriptions, and classes 5731. No increases were requested. Mike asked the PB to think about the future hiring of an Economic Development Coordinator to help market the available commercial and industrial sites in town. Bud stated that the EDC Economic Development Committee has discussed bringing in a specialist to help out with economic development. Mike asked the board to be open to the idea of an economic development specialist that could market the towns available private and public land, support his salary with income generated from tax revenue from the businesses he/she would bring to town and the living wage jobs created would help to further bolster the local economy. Stephen stated it would probably be a recommendation coming out of the Master Plan Economic Development Chapter. Don stated he liked the idea as a talking point, but without a completed Master Plan we would not get anywhere with it. Stephen stated that maybe the regional planning agency could provide a shared services ED Expert as part of their team. Bud asked to conclude the Budget discussion. Hearing no more discussion he asked for a motion to approve the 2014 budget as follows: line item 5121 PT personnel \$0 / line item 5301 Advertising \$800 / line item 5711 in state travel \$200 and line item 5731 dues, subscriptions and classes \$200 for a total of \$1200. Don moved the motion. Seconded Marie. Voted AIF to pass the 2014 budget of \$1200.

7:36p.m. Discussion of meeting with Building Inspector/Zoning Enforcement Officer.

Mike described to the Board that after meeting for an hour or so, the end result of the discussion was that everyone in the room is human, mistakes get made, and it is up to all of us to work together better to make sure future mistakes are kept to a minimum. Stephen followed up with stating that the present Zoning is need in repair to help prevent confusion. Mike read from the end of the letter Marie and Mike had created for Mike Gallant and Karen Murphy in preparation of the meeting that was held: "Again, the Town does no one a service by having confusing sets of rules that may not be applied fairly to all who use them and are expected to abide by them. We have the services of a hard working Town Planner and a Building Inspector with years of experience to help us sort out some of these issues. We hope collectively, the PB and BD can work towards making our Zoning a little easier for all who work with it."

Marie said you have to ask why the rules were put into zoning in the first place in order to decide if they need change. Marie stated that our hammer head lot definition is very clear and still wondered why the surveyor had drawn the plan the way he had. She stated that developers sometimes try to slip things by boards just to see if they will fly. Don asked if there would be further meetings with Mike G. or would any changes to zoning be followed up after the Master Plan had been completed. Mike stated Mike G had indicated he would like to wait for the completed Master Plan and recommendations coming from it before moving forward.

7:49p.m. Discuss the Westminster Little League's ZBA variance application to erect four 50-foot lights at the ball field on South Street.

Bud asked members to comment on the ZBA documents provided. (attachment 5) Marie made a motion support the variance request. Jon seconded. After a brief discussion the PB voted AIF to support the variance request.

Stephen said he create a letter to the ZBA stating the PB support.

7:55p.m. Review November inspection report for Phase II of the Westminster Business Park, prepared by McCarty Engineering.

Bud asked members for any comments on the November WBP McCarty report. (attachment 6)

Bud stated he had experienced vibrations from the park two weekends previous. After 4 hours the vibrations stopped. Don stated he had been told WBP would not be paving the road this year. They were waiting for the gas lines to be installed by the utility company. Bud advised board members that WBP had requested a bond reduction and it would appear on the next meeting agenda.

7:58p.m. Distribution of PB Member Handbooks.

Stephen distributed new PB member handbooks to board members. Stephen stated the book contained PB rules, regulations, policies and procedures. (attachment 7)

8:02p.m. Adjourn.

Don made a motion to adjourn. Seconded Jon. The PB voted AIF to adjourn.

Three Pages of Minutes
Respectfully submitted,
Michael Fortin

7 Attachments :

- 1 ANR plan for Worcester Road Lead the Way Development Co. LLC Eugene LeBlanc dated November 2012.
 - 2 Revised Abutters Guide to Zoning. Dec. 2012.
 - 3 Draft Annual Report for 2012.
 - 4 Advisory Board Fiscal Year 2014 Budget Worksheet.
 - 5 ZBA variance request of Westminster Little League No: 12-07 dated 11/27/2012
 - 6 MEI McCarty Westminster Business Park November inspection report dated November 30 2012.
 - 7 PB member Handbook
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