



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, February 25, 2013

Room 222, Town Hall

Attendees: Bud Taylor, Don Barry, Mike Fortin, Jon Wyman, Stephen Wallace-Town Planner ,
Additional Attendees: Mr. Gordon Martin, Mr. Brian Szoc, Mr. Chris Mossman, Mr. Eugene LeBlanc, Mr. J
H Crowley, Mr. Joseph DiCarlo, Mr. Robert Houle, Mr. Andrew and Mrs. Carol Kaski, Mr. Peter Normandin
Absent: Marie Auger

6:00p.m.

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

6:00p.m. *Minutes*

Don made a motion to approve the January 28, 2013 Meeting minutes. Seconded Jon. Voted AIF to accept as written. Don made a motion to approve the February 11, 2013 Meeting minutes. Seconded Jon. Bud stated he was not present at the meeting and abstained from voting. Voted AIF (Don,Jon,Mike) to accept as written.

6:02p.m. *Four lot Approval Not Required (ANR) plan for Harrington Realty LLC for property on Davis Road.*

Mr. Brian Szoc presented an ANR plan for Davis Road and described it for the board. There would be two hammerhead/flag lots and two regular frontage lots being created. After a quick review of frontage and lot size requirements there was a motion by Don to endorse the plan. Seconded Mike. Voted AIF to endorse.

6:08p.m. *Chris Mossman, conceptual discussion regarding a potential subdivision on Worcester road on behalf of property owner Eugene LeBlanc.*

Bud stated that the board would like to have Marie present to review the plan before making any recommendations to the proponents. Mr. Mossman presented and described a conceptual plan of a 3 lot subdivision off Worcester Road. There would be a privately owned road into the site ending approximately 400 feet at a turnout that would supply driveways to three house lots. The owner Mr. LeBlanc would be asking for a number of waivers from subdivision regulations. Two of the lots would be accessed from a shared driveway.

Mr. Mossman stated basically they were asking for three lots to be served from one common driveway leading onto Worcester Road.

Bud asked if there were any private pressure to move ahead. Mr. Mossman stated none. Bud asked Mr. Mossman to respect the boards wishes to have Marie present.

Mr. J H Crowley asked to review the preliminary plan. He stated the proponents did nice work and he had no problem with the plan as presented.

Bud asked Mr. LeBlanc and Mr. Mossman to return to the March 12th meeting when the PB would further review the proposal with all members present.

6:16p.m. *Schedule public informational meeting and public hearing for new Earth Removal/Fill Bylaw and Regulations.*

Stephen stated that the earth removal bylaw had been reviewed in a meeting with local earth haulers and there was another meeting scheduled to review the regulations.

Jon asked about the PB schedule and accommodating Marie's schedule by moving meetings to Tuesday nights until May. Jon made a motion to move meeting nights to second and fourth Tuesdays for March and April. Seconded Don. Voted AIF.

The board discussed a public meeting date before the public hearing date for presenting the earth removal bylaw and regulations to the town. Stephen stated he needed to advertise to all existing pit owners to come in and register their operations. after discussion Mike made a motion to schedule march 19th at 7pm for the informational meeting. Seconded Don. Voted AIF.

6:28p.m. Discussion regarding regional transportation plans.

Jon presented the regional transportation committees intention to redefine the "urban area" boundaries for Westminster. Stephen stated all this would do was allow a larger number of local roads that can be put on the regional transportation plan. Mike asked how an "urban area" was defined.

Jon also presented the new process for scoring road improvement impacts to determine which roads would be included in TIP funding. There was discussion of the towns pavement management study(PMS). Stephen described that the PMS would help identify which roads could be eligible based on their condition as identified in the PMS.

6:45p.m. CPTC Courses

Stephen stated that three PB members (Bud Jon Mike) had been registered to attend the yearly Citizen Planner Training on March 16th.

7:00p.m. Site Plan for Town of Westminster, to construct a new Senior/Community Center at 69 West Main Street.

Bud opened the public hearing for the Senior/Community Center site plan review. Mike made a motion to recess the hearing so that PB members could attend the Town Caucus and to reconvene directly after the caucus. Seconded Jon. Voted AIF.

7:42p.m. Site Plan for Town of Westminster, to construct a new Senior/Community Center at 69 West Main Street.

Bud re-opened the public hearing for the Senior/Community Center site plan review.

Mr. Joseph DiCarlo presented the Senior/Community Center plans to the board. It is located at 69 West Main St., lot 12.4 acres, single story building of 7500 square feet. They have appeared before the Con Com receiving their approval and are awaiting an order of conditions. Mr. DiCarlo outlined the highlights of the site. The wetlands take up a large portion at the front of the site. Front half of the site affected by development of 91 parking spaces and the building. 96watt led fixture with internal shielding to prevent light spillover. Mr. DiCarlo stated having a banquet type event in the main room of the center, you could seat 180 people.

Stephen stated that there are no variances on the property, the lot and building are fully compliant with zoning bylaws. There are four waivers to act on. There were comments from BOH, Public Works Fire Dept. and Conservation.

Bud asked the PB to review their packet materials.

Bud recognized the abutters in attendance and asked them to review the plans and ask questions.

Mr. Andrew Kaski noted that he was the abutter to the right ~~left~~ of the site. He stated they were concerned with the buffer between his house and the parking. He had approached the Senior/Community Center Building Committee asking for a 20' wide 4 foot high berm and hoped to get the parking moved away from shining lights directly into his house. Mr. Kaski showed the board a sketch he had given the building committee profiling the berm with a planting or fence on top. He hoped to have the street lights in the parking lot turned off if there were no events going on at night. He stated the center would be similar to a 24/7 commercial use and hoped for some safeguard for his property.

Mr. Peter Normandin stated the building committee agreed to push the parking area over 60 feet to accommodate the neighbor. The building committee presented a sketch from the architect showing

a berm incorporated which would reduce parking to 79 spaces. Mr. Normandin also stated the roads were wide and could accommodate overflow parking on the sides.

There was discussion about road radii being widened to accommodate fire safety equipment.

Bud referred the committee to the PB site design appendix. Bud asked the Kaski's if there were any other concerns other than what they presented to which they replied no.

Mr. Robert Houle asked about the project driveway cut and crosswalk and their alignment with his driveway across the street. Stephen stated his town planner concerns about sidewalks and walkability for the town. the board reviewed the alignments of the crosswalks and driveways and compared them to the neighbors across the street.

Stephen asked the board to consider having a technical review of department boards. Mr. Don Barry (who had removed himself from a vote on the PB due to his involvement as chair of the building committee) stated that the building committee wanted a project manager on board before any technical review by the town.

There was discussion of DPW Director Josh Hall wanting utilities on the left side of the site. Mr. DiCarlo stated test borings had indicated ledge to the left portion of the building and was concerned accommodating changes to the infrastructure could drive costs up past the present budgeted amount. Mr. Kaski indicated that any extended utilities to the left side of the site would end up stubbing out at the rear parking area 11 feet in the air.

Mr. Normandin and Mr. Barry both stated they wanted the project manager on board before a technical review so these issues could be attended to. Mr. Normandin stated that hiring a project manager was imminent. A tentative date for the week of March 25th was set for a technical review.

Mr. Houle stated after reviewing the plans, he was ok with the driveway alignments.

After further discussion Bud asked for a motion to continue the hearing. Mike motioned to continue the hearing to Tuesday March 26th at 7pm. Seconded Jon. Voted AIF to continue the public hearing.

Notes from Planning Board meeting with the MBTA on February 25th, 2013.

The MBTA did not attend the 4pm meeting earlier in the day. Bud had played a phone message from Mr. Ed Hunter stating he had not received any questions from the PB about freight and he would not entertain speaking about noise mitigation. Bud had asked PB members to review the comments provided in an email from Selectwoman Billings and encouraged the board to incorporate her suggestions into the presentation which they did. The PB spent the time revising the draft powerpoint presentation of the MBTA meeting findings for the BOS presentation.

8:36p.m. Adjourn.

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

3 Pages of Minutes
Respectfully submitted,
Michael Fortin

4 Attachments :

- 1 Harrington Realty LLC ANR plan for Davis Road.
 - 2 Conceptual Plan from Eugene LeBlanc for a 3 house subdivision off Worcester Road.
 - 3 Regional Transportation "urban road" presentation package and MJTC revised road scoring sheet.
 - 4 Senior/Community site plans, sketch of berm by Reinhart, and Mr. Andrew Kaski profile sketch.
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