



# 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, Brett Pinkerton Michael Fortin Jon Wyman

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## MINUTES OF REGULAR MEETING

Tuesday, November 26, 2013

Room 222, Town Hall

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

Absent: Brett Pinkerton

Additional Attendees: Mr. Chuck Scott CFS Eng. WBP, Mr. Pete Normandin, Mr. Steve Powell WBP, Mr. Paul Aldrich, Mr. Peter Normandin

7:00 p.m.

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

7:00p.m. *Minutes*

Jon made a motion to approve the November 12, 2013 minutes. Seconded Mike. Voted AIF to accept the minutes.

7:01p.m. *Bond reduction request for Lot I-4A within the Westminister Business Park.*

Bud asked Mr. Chuck Scott to update the PB on WBP road bond. Mr. Scott spoke to the Board about activities completed at WBP in 2013 in regards to the roadway bond in place: Water and Sewer 100% complete, Drainage 10% remaining, Gas 50% complete, Electric and Telephone 41% complete. All the service are just past the roadway down into the MBTA lot. Paving will be done in the spring once the MBTA has removed the bulk of their material. Mr. Scott requested that the bond be reduced by \$61,000. Bud asked if there was an actual bond in place they were looking to reduce. Stephen clarified stating the town holds a check for \$295,000 in the bank. There was discussion between Bud and Marie about why a bond and bonding capacity was different from the town holding actual cash. Mike asked when they thought work would be completed all the way to the end of stream #2. Mr. Powell said that work would be completed when they were closer to completing and selling lot #I-7. Mr. Powell also was concerned about there being capacity in the towns sewer system to eventually tie in lot #I-7. Both Stephen and Bud updated Mr. Powell and Mr. Scott that a sewer summit meeting had been held, the game plan being that DPW planned to go to Annual Town Meeting in May with one of two options to move forward to provide more capacity to the towns sewer system for voted consideration. One of the possibilities, an in-line storage system had been discussed and could be available as soon as the next construction season if approved by voters. Mr. Powell stated that lot #I-4B was ready to go. They had been charged \$41,000 dollars by Unitil to put in the gas up to the driveway of #4-A, much more than had been expected. In as soon as two years, the grade at lot #I-7 could be half completed and if they had a realistic buyer for the lot, they would complete the gas line at that point. Mr. Powell had been told by Unitil that if they had a big (Natural Gas) user come to lot #I-7, Unitil might waive the fee to put the gas line in. Mr. Scott stated they could still pave to stream #2 next year. Mr. Powell said the gas line could be put into the shoulder later and/or the

binder could be cut and patched before final paving in the future. Jon asked for Mr. Scott to clarify where on the plan they were talking about when they stated 100% had been completed. Mr. Scott indicated to the end of stream #2. He stated all utilities were 100% complete to the end of the driveway at lot #I-4A.

Stephen stated as a course of action he would recommend two things: Have Patrick McCarty verify the work has been completed as described by WBP, and verify the remaining amount in the bond would cover the work remaining to be completed. Bud asked that a WBP representative attend the next meeting where the PB would take up the matter again.

#### *Discussion Items*

##### *7:19p.m. Progress report on completing the Westminster Business Park.*

Bud asked Mr. Chuck Scott to update the PB on work completed at WBP in 2013. Mr. Scott replied: An addition to Wachusett Animal Hospital was almost complete. The commercial property on State Road East Rt. 2A had been sold (Dollar General site), Bob Francis had added an addition to the rear of his property, MBTA and Mart were under construction and nearing the end of the earthwork on their property. They were moving forward with earth removal on lot #I-7. Bud asked Mr. Scott to describe what was going on with all the earth being moved around lot #I-7. Bud said he had been asked to take a look by residents who had complained of noise coming from the earth removal site so had taken a walk down from Town Farm Road/Syd Smith Road towards the #I-7 roadwork excavation and had not heard any noise until he reached the edge of the excavation. On the way he had discovered an open shallow well that he asked the BOH to look into. Mr. Powell stated the well was actually located on land of the historic Cowee-Smith site that had been deeded to the town as part of the project. He said he would gladly help out with the well, but needed permission from the town to enter the land.

Bud stated he had a concern of erosion of the slopes. Stephen asked about work on an update of the MEPA documents. Mr. Scott said the 5 year update should be completed by the end of the year.

Mike stated that when he has visited the WBP he observed material being moved from the MBTA site to the area around lot #I-6 and asked what was going on with that work. Mr. Powell stated it was within and around the edge of the roadway. It was material being moved there from the MBTA site. Some material was also being moved to the Fitchburg MBTA site and last winter some had been moved to his site in Lunenburg. Mike asked Mr. Powell if the material from the MBTA site was his when they dumped it there or if it still belonged to the MBTA. Mr. Powell replied that "when they dump it there (I-7 roadway area) it is ours, they might need to take some of it back but they still have a pretty big pile on their property."

##### *7:31p.m. Discussion with Paul Aldrich, ANR conceptual plan for a property located at 112 Main Street.*

Bud asked Mr. Aldrich to describe his conceptual plan. Mr. Aldrich explained he had discussed with Stephen about his properties on Main Street, and what was really needed that the Town might be interested in. Stephen had told him there was a need for a children's playground and Parks and Recreation would support the idea. Stephen stated that there could be grant money pursued. As a result of those talks Mr. Aldrich stated he hoped to subdivide his property at 112 Main Street into two lots, one with the present apartment building and parking, the excess to be turned into a non-buildable land locked "outlot". The intention would be to combine the newly created "outlot" with a future right of way coming from Adams Street from the rear of his 110 Main Street property to access the "outlot". He hoped to return to the PB with an ANR plan. Stephen stated in order to apply for a grant, the state would require access to any potential site as part of the application. After much discussion, the PB suggested that if Mr. Aldrich revise the wording on the conceptual plan to include "non-buildable outlot", the PB could endorse the plan and would support the project subject to acquiring the grant money.

*7:51p.m. Town Planner Report*

Stephen presented his monthly report to the BOS and asked for questions. There were none.

*7:52p.m. Planning Board liaison reports.*

Mike stated he had attended the annual MRPC dinner with Stephen and heard presentations from Mrs. Kay Doyle Esq. on Medical Marijuana, and Renewable Energy from Rep. Steven DiNatale. Mike also described improvements to the MRPC Mr. Mapper program, now being integrated with local government needs.

Jon had attended the MPO meeting, had seen a Mr. Mapper Presentation which included trail map phone downloads, and described the first HSIP case study analysis for Willard Street in Leominster.

Marie asked about subdivision status.

Stephen stated after discussing the matter with Town Council and Josh Hall, TC had recommended drafting letters to Rebanna Road, and the Village at Old Mill asking them to attend the December 10 meeting to discuss the status of their projects.

Stephen also asked PB members to sign off on the Site Plan Change of Use Policy voted on previously to allow the Town Planner to sign off on same use swaps in multi-use buildings when there were no exterior changes to the building other than a sign without requiring a new site plan review.

Stephen also asked PB members if they were going to provide comments to the BOS on an underground tank storage permit application BOS had received from Cumberland Farms. PB members agreed, based on Town Council's advice pending litigation on the Cumberland Farms Site Plan Review, they would provide no comments.

*8:07p.m. Adjourn.*

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

3 Pages of Minutes  
Respectfully submitted,  
Michael Fortin

3 Attachments :

- 1) WBP Bond Reduction Letter from CFS Engineering dated November 25, 2013 and Bond Reduction Worksheet from CFS Engineering dated November 14, 2013. 2 pages.
- 2) Plan of Land for Ideastream, LLC (Aldrich) Dated November 4, 2013 by Szoc Surveyors. 1 page.
- 3) November Update on Town Planner Work Report dated November 22, 2013. 2 pages.