



Town of Westminister

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

MINUTES OF REGULAR MEETING

Tuesday, April 08, 2014
Room 222, Town Hall

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

Absent: Don Barry

Additional Attendees: Mr. John Goldrosen/Kopelman & Paige/Town Council.

7:00 p.m.

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

7:00p.m. *Minutes*

Mike made a motion to approve the March 25, 2014 minutes. Seconded Marie. The PB voted AIF to accept the minutes.

7:01p.m. *Rebanna Road Subdivision Discussion.*

Attorney John Goldrosen brought the board up to date regarding communications with Rebanna Road Council Mr. Jay Peabody up to the present date. Mr. Goldrosen told the PB that DPW Director/Josh Hall had asked that loam to spread along the roadway be stockpiled on site and that there were saplings that needed removal from the sidewalk areas.

The PB went through the proposed agreement letter from Partridge Snow & Hahnitem dated April 4, 2014 item by item and discussed acceptable terms to each item:

1. PRM agrees to complete, at its expense, the remaining detention pond for the Subdivision *in accordance with the existing Order of Conditions and subject to approval of the Department of Public Works Director. This work is to be completed by July 31, 2014.*
2. PRM agrees to have prepared, at its expense, a final as-built plan for the Road, *including the installation of bounds. This work is to be completed by July 31, 2014.*
3. *PRM agrees to submit a request that the Board waive the requirement for street trees in the Subdivision, and the Board agrees to approve such a waiver.*
4. *The Town agrees to complete the remaining sidewalk for the Subdivision, and to apply towards that purpose the funds that remain unspent from the proceeds of the Tri-Party Agreement that were paid to the Town by Webster Bank in 2009. The Town may undertake this work either before or after the Road is accepted by the Town.*
5. *The Board agrees to release building permits for up to three of the lots in the Subdivision that are owned by PRM upon execution of this Agreement and upon presentation of signed Purchase and Sale Agreements between PRM and third-party buyers for said lots.*
6. *The Board agrees to release building permits for the remaining lots in the Subdivision that are owned by PRM upon the completion of the work described in Paragraphs 1 and 2.*
7. *Upon PRM's petition to the Department of Public Works ("DPW") Commissioners for acceptance of the Road, if the DPW agrees that the Road is ready for acceptance, the Board agrees to support PRM's petition to have the Road accepted. Per the DPW requirements for road acceptance, PRM is responsible for the legal costs of preparing and recording the deed conveying the fee in the Road to the Town.*

Mike showed the PB photos of the retaining walls (built by the original developer), the guardrails and fencing installed by the Town with the original retained bond money. After further discussion about the logistics of the

developer having work completed in preparation for road acceptance for Fall Town Meeting, Attorney Goldrosen agreed to provide the PB with an agreement containing the PB changes. Attorney Goldrosen asked if the lots could be released before the next PB meeting. Marie made a motion that the PB release 3 lots upon acceptance of the signed agreement by the developer. Seconded Mike.

8:10p.m. Planning Board Review & Comment - ZBA: David & Ann Sciabarrasi Variance request to construct an accessory building and deck on a non-conforming lot off Shore Avenue.

After review, on motion of Marie and second Mike, the PB voted 3-0 to not support the variance request.

8:14p.m. Planning Board Review & Comment - ZBA: Jessica Rollins-Mercier Variance amendment request for new hours of operation for antique business at 32 Main Street.

After review, on motion of Mike and second Marie the PB voted 3-0 to support the variance request.

8:16p.m. Planning Board Review & Comment - ZBA: Michael & Kelly Morin Variance request to construct a storage facility at 50 Bacon Street.

After review, on motion of Marie and second Mike the PB voted 3-0 to support the variance request.

8:18p.m. MRPC Wachusett Corridor Smart Growth Plan – Review Transportation Element.

Stephen stated he had given comments to the MRPC on the economic development chapter that he did not feel had been incorporated into the final draft. He wanted the Towns EDC goal of Westminster's position of attracting living wage jobs incorporated into both the CEDS report and the Economic Chapter of the Smart Growth Plan. Mike and Marie both were in agreement that the comments about providing walk-ability to Wachusett Station from Westminster had not been included in the plan. Access from Fitchburg had been included in the goals but nothing specifically related to the Westminster Turnpike Road area had been included. Both Stephen and the PB are frustrated with MRPC's lack of specific goals and objectives around the region's economic development strategy.

Discussion Items

8:20p.m. Town Planner monthly report.

Stephen told the PB that the open space for Sawin Drive had just been deeded to the Town and asked if there is a policy on when the open space land in subdivisions should be deeded to the town. Marie stated the timeframe is usually noted in the subdivision plan. The developer is usually the most motivated to transfer the land to the town to stop paying taxes on the open space parcels. Stephen would like to prepare a road acceptance checklist for the PB that includes open space transfer before road acceptance. The PB agreed that it was a good idea.

The PB agreed to rescheduled upcoming meetings on Tuesday May 27th to Wednesday May 23rd and Tuesday June 24th will be rescheduled or cancelled depending on workload.

8:41p.m. Adjourn.

Mike made a motion to adjourn. Marie seconded. Voted AIF.

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

6 Attachments :

- 1) Rebanna Road letter from Partridge Snow & Hahn dated April 4, 2014. 2 pages.
- 2) Six photographs of retaining walls, guardrails, fencing safety barriers. 1 page.
- 3) ZBA package: David & Ann Sciabarrasi Variance request #14-03 dated 02/27/2014. 11 pages.
- 4) ZBA package: Jessica Rollins-Mercier Variance request #14-05 dated 03/19/2014. 12 pages.
- 5) ZBA package: Michael & Kelly Morin Variance request #14-03 dated 03/5/2014. 14 pages.
- 6) MRPC Wachusett Corridor Smart Growth Plan – Review Transportation Element.