



Town of Westminister

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD
Phone: (978) 874-7414
swallace@westminister-ma.gov

Jon Wyman - Chairman, Marie N. Auger - Vice Chair, Michael Fortin, Jay Shenk, Joseph Flanagan

MINUTES OF REGULAR MEETING

Tuesday, May 13, 2014
Room 222, Town Hall

Attendees: Jon Wyman, Marie Auger, Mike Fortin, Joseph Flanagan, Jay Shenk, Town Planner Stephen Wallace

Absent:

Additional Attendees: Mr. Andre Oullet, Mr. Steve Ballard/Whitman & Bingham Assoc. LLC.

7:00 p.m.

Jon 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 April 22, 2014 minutes. Seconded Jon. The PB voted AIF to accept the minutes. (Jay and Joe abstained having not been on the PB at the April 22, 2014 meeting.)

7:02p.m. *Reorganization of the PB.*

Jon asked members for input about annual reorganization of the Planning Board. After polling Jon and Marie, and discussion with the PB's new members, Mike made a motion to leave the present Chair, Jon, and Vice Chair, Marie in place. The PB voted AIF to leave the present appointments in place.

Stephen asked the Board to also appoint annual MJTC (Montachusett Joint Transportation Committee) and MRPC (Montachusett Regional Planning Commission) representatives from the PB. Mike asked members to consider replacing him on the MRPC and briefly explained meeting times and responsibilities of the MRPC. Jay expressed interest. Jon asked to stay on as the MJTC rep as some of his duties also helped him in his work at the Mount. Mike made a motion to appoint Jay as the MRPC rep and keep Jon the MJTC rep. Marie seconded. The PB voted AIF to endorse.

7:05p.m. *Approval Not Required (ANR) plan for Andre Oullet (one new lot) for property located on Bartherick Road.*

Jon asked Mr. Oullet to explain the plan. Mr. Oullet explained he had 12 acres of which he was separating three acres containing the present house and outbuildings. The PB reviewed the plan. The road is a public way. There is adequate frontage. There is adequate access to the buildable portion of the lot(s). Marie made a motion to endorse the plan as presented. Seconded Jon. The PB voted AIF to endorse.

7:13p.m. *Approval Not Required (ANR) plan for Jason Arcangeli (one new lot) for property located on North Common Road.*

Steve Ballard from Whitman & Bingham told the PB he was representing Mr. Arcangeli and explained the plan. The PB reviewed the plan. The road is a public way. There is adequate frontage. There is adequate access to the buildable portion of the lot(s). Marie made a motion to endorse the plan as presented. Seconded Mike. The PB voted AIF to endorse.

7:23p.m. *PB Review of Westminister Business Park earth removal progress report.*

Stephen updated the PB on questions that had been asked at the April 22 meeting and which had been forwarded to Tetra Tech, the firm contracted to provide monthly update reports regarding the earth removal at WBP. Stephen told the PB that Chuck Scott was in the process of supplying the Board a plan with that would show the Phases of the Roadway construction, Phase I and Phase II, and also the three Phases I, II, and III of the prior Selectmen issued Earth Removal Permits. The short answer to the overages of yardages in the previous report were due to the "fluff factor". Stephen noted that the PB had also asked Tetra Tech to note that the actions that had been completed from the previous report action items also be noted.

Joe asked whether there was anything on the report that would inform the PB of action items that had not been completed. Stephen noted that no, there was not a separated category and explained that the previous action items not completed again be listed in the new report.

Jay asked Stephen to briefly explain what was happening at WBP. Stephen noted that previously the PB had been responsible for the two subdivision phases which included earth removal from the roadway. The Selectmen had been responsible for earth removal on the individual lots which had been divided into three phases so far. The Earth Removal Bylaw now made the PB the regulators of all earth removal in town requiring a permit. The end goal was to create an industrial park with a residential subdivision at the far end of the park accessed from North Common Road.

Stephen asked Joe if he recalled there being a map of the phases that the selectmen had used. Joe recalled a map the size of the conference table they had used to review WBP during that last permit process. Mike asked Stephen if he might round up the information that the selectmen had used to issue permits from Karen Murphy's office. Stephen said he would.

The Board discussed other permits that had been issued and would now be under PB per-view. Stephen said he would try to round up a list of all permits that had been issued and a list of all registered pit operators.

7:35p.m. Planning Board review and comment: Petition to the Zoning Board of Appeals from Justine Morrison of 19 Parkwood Lane (Leino Park) for a Finding that a second floor addition to an existing legal non-conforming lot will not be substantially detrimental to the neighborhood.

Jon asked the PB to review the petition to the ZBA from Justine Morrison. Stephen noted that this was not a variance case, it was a petition for a finding. The PB could vote to support, not support or not comment on the ZBA request for PB input.

After discussion, the PB agreed with the opinion that the addition would not detract from the neighborhood. Joe made a move to support the finding. Jay seconded. The PB voted AIF to

7:40p.m. Planning Board liaison reports.

Mike noted he had attended the MRPC meeting in April and noted one subject that had been extensively talked about in detail was future retirement of MRPC members. Mike noted that retirement of local employees was also the subject of the BOS meeting on Monday, May 9th. Joe noted that he believed Westminster operated on a pay as you go system and there was an approximate \$8M liability in future retirement payments that needed to be addressed by the town. Joe noted the Advisory Board was looking into that liability at present. Mike noted the annual Advisory Board Report noted approximately 8% of the present annual town budget went to retirement, approximately the same amount spent on the Fire and Police Departments and thought there might be over ten employees eligible to retire right now.

Stephen noted he had attended the MRPC Energy Advisory Board meeting and heard reports about biomass and geothermal. Geothermal did not make technological sense in New England yet. Biomass has potential, noting Pine Tree Power in Westminster, and the State was working on new rules for biomass facilities.

Stephen told the Board that MRPC is finishing up the Wachusett Station Smart Growth Plan. MRPC would attend the BOS meeting on May 19th at 6pm.

Stephen also noted that he had received Mr. Ronald Peabody's signature on the Rebanna Road agreement. He asked for signatures from Marie, Mike, and Jon, present members who had worked on the agreement.

Stephen also told the PB Mr. Alan Belanger had returned with his intentions to buy the property at the end of Rowtier Drive and would be returning to the PB with the site plan he had previously shown the Board in the near future.

7:55p.m. Adjourn.

Mike made a motion to adjourn. Marie seconded. The PB voted AIF to adjourn.

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

6 Attachments :

- 1) ANR Plan of Land Prepared for Andre Ouellet dated November 1, 2013, Edmond J. Boucher PLS. 1 page.
- 2) Form A, Tax card and TP GIS map for Andre Ouellet dated 5/1/2014 Bartherick Road. 6 pages.
- 3) ANR Plan of Land Prepared for Jason Arcangeli dated May 6, 2014. Whitman & Bingham Associates, LLC. 1 page.
- 4) Form A, Tax card and TP GIS map for Jason Arcangeli dated May 13, 2014. 5 pages.
- 5) ZBA Package: Justine Morrison Variance Request #14-07 dated 4/9/14. 9 pages.
- 6) Tetra Tech Memorandum Re: Progress Report Westminster Business Park to Stephen Wallace dated May 5, 2014. 14 pages.