

# TOWN OF WINCHENDON



*DJD 12:40*

Planning Board

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109 Front Street  
Winchendon, Massachusetts 01475-1758  
Robinson Broadhurst Conference Room 4<sup>th</sup> Floor  
Planning Board Minutes  
May 6, 2014

**PRESENT:** Chairman Fedor Berndt, Vice Chairman Guy Corbosiero, Clerk James McCrohon, Greg Vine, and James Halloran.

Planning Agent Tracy Murphy

Gerald White

Keith Glenny

Karen Glenny

Recorder Doneen Durling

## **MATERIALS:**

Packet for Application for informal site plan review

Outline of business, employees, office hours etc....

Meeting Notice, mortgage inspection plan, GPS view of property.

## **CALL TO ORDER: 7:05**

Pledge of Allegiance

The board welcomed new member James Halloran.

## **7:07: Informal Site Plan Approval Review**

33 Lincoln Ave. Assessors Map 5B2 Parcel 285 PD Zone Lot size .345 acre.

Proposed use is for an attorney's office.

The chairman asked for Keith Glenny to explain the site plan.

Mr. Glenny said they purchase the property in 2010, and moved in September of 2010. He said before purchasing the property, they spoke several times to the planning agent for the town at that time about any requirements needed Through the planning agents perspective there were no submissions required other than what they did at the time.

In 2014 they learned an informal site plan should be done.

Mr. Chairman advised the board it was something that should have been done in 2010, and circumstances have determined it was something that needed to be done.

The chairman said that Mr. Glenny was putting in a driveway in the back to alleviate the concerns.

Mr. Berndt noted that parking on street was allowed in a PD district. The planning agent said 22 feet constitutes one spot in on street parking.

Mr. Glenny said that currently, 6 cars can park behind the office, but many people choose to park in the street. He said one person seems to have an issue though the police have said there is no public safety issue.

Mr. Corbosiero asked how many spots the business is required to have.

The planning agent replied 4.3 or 5 spots.

Mr. Corbosiero said it was already well within reason.

The planning agent said because the business was in a PD zone, it all could be waived for flexibility.

Mr. Berndt said they reached out to MRPC and the police chief and found there is no known reason for any safety study to be required.

Mr. Vine asked about a turn around area indicated on the inspection plan.

Mr. Glenny said currently it is grass but will be graded hard top grindings so it will still be pervious.

Mr. Corbosiero said the plan looked good.

Mr. Glenny said he has never met the only neighbor that has an issue. He said he has police logs that show when the police have been called and the police have told him there is no safety issue. He said he has spoken to other neighbors and there has been no issue,

He said their sign is smaller than it needs to be. All clients go through the back of the house for appointments. He said he cannot be traffic control and if the clients want to park in the street, they park in the street. There is a sign that says entrance indicating the rear.

The chairman said that whereas the informal site plan should have been advised in 2010, he asked if the board would consider waiving the fees.

Mr. Corbosiero asked if the informal site plan was something that legally needed to be done.

The planning agent said that she could not give legal advice, but as far as clarification....it clears things up.

Mr. Vine asked what kind of fee they were talking about.

Ms. Murphy said \$250.

Mr. Corbosiero said if they were to charge fees from 2010, it would be \$200.

Mr. Corbosiero said the town put in time and effort, and he would like to see a bit of a fee.

Mr. Glenny said that what he heard take place and what was said, caused a lot of sleepless nights for them because they had to research it to figure what was going on. He said he doesn't believe it has to do with parking. He believes the person just doesn't want him there. He said there were concerns about whether, after purchasing the house, whether they would be able to keep their office there. He said it should have all been straightened out before they purchased the house.

*Mr. Vine motioned to waive the fee/ second by Mr. Halloran*

*McCrohon (A) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 4 - 0 - 1  
APPROVED*

*Mr. Vine moved to accept the site plan as written/ Mr. Corbosiero second*

*McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5 - 0  
APPROVED*

**PUBLIC COMMENT:** None

**ANR:** None

**APPROVAL of MINUTES: April 15, 2014**

Mr. Corbosiero moved to approve as written / second Mr. Vine Corbosiero

McCrohon (Y) Corbosiero (Y) Halloran (A) Vine (Y) Berndt (Y) 4 - 0 -1

APPROVED

CORRESPONDENCE: Nothing Pressing

**MRPC/ MJTC:**

Mr. Corbosiero reported the MRPC met last week. He said there was not much as far as planning, but the retirement board hit the MRPC for \$147,000. He said they have never been charged before, He believes it has to do with the situation with the MART. There has been a records request from the IGA. He said the MRPC will make the move but will not do upgrades.

New officers will be elected next month.

No report from MJTC. They will meet tomorrow. He said he would forward info on the TIPS program.

Ms. Murphy said she would be talking to Sherry Bean who will be sharing information about what is on the TIP for Winchendon.

Mr. Berndt said the bike trail is on this year's TIP, He said one small portion would be completed in 2015.

He said the traffic circle on Front and Central St. was still on the TIP. He said traffic studies were done but are out dated.

There is another TIP on the Glenallen Bridge

Ms. Murphy said her discussion with Ms. Bean included dangerous intersections. She said with investment from the community, they would score very high.

Mr. Berndt said John Deline should be included in that conversation.

Ms. Murphy said, "Absolutely."

Mr. Corbosiero said Mr. Deline would have design ideas.

Mr. Vine asked if it would be worth Mrs. Bean's time to speak to the whole board.

Ms. Murphy said she would ask Ms. Bean.

Mr. Corbosiero informed the board that the MRPC would charge \$3,000 to do DLTA Grants now.

Mr. Corbosiero said the next time he attends a meeting he will ask what services Winchendon might access for their \$3200.

The planning agent said it would be used for the Master Plan.

**MASTER PLAN UPDATE**

Ms. Murphy said she sent a link to the survey monkey. She asked for approval for the survey. Her plan was to activate it for Monday morning at 8 am. She will try and encourage the online version though hard copies would be available.

Mr. Corbosiero said he took it twice.

Ms. Murphy said she went up to the schools. Juniors and seniors will be taking the survey.

Mr. Corbosiero said his old computer would not process the survey.

Dates available would be Monday morning to June 2.

Mr. Vine said he would like to give 30 days.

Mr. Berndt said he would bring info to the Academy of Excellence.

Ms. Murphy said there have been arrangements to put the ad on access TV for the survey.

Mr. Berndt asked if she could add that the board is seeking volunteers that could work on the Master

Plan.

Ms. Murphy asked that the board appoint people at their next meeting. She said she would like to have John Hume come and make a presentation to both the MP Committee and the public.

Ms. Murphy said the survey is a jumping off point to get the discussion started about what people want.

Mr. Corbosiero asked if there was anything put together for the committee so they understand what is required of them.

Ms. Murphy said she did not. She said it was hard to pin down because Master Plan work comes in waves.

He asked if there was an overview of what the committee does.

Ms. Murphy said she could get her hands on something.

Mr. Berndt said young people have good ideas and they should have input in the plan.

Ms. Murphy said students at MMHS would have a chance to have input. She explained that she does not track IPs and it would be anonymous.

The students would be offered a chance to submit photos.

Ms. Murphy was asked if she would like to go and teach a class on developing a master plan.

***Chairman requested a motion to accept the survey to move it forward.***

***Mr. Vine moved the motion/ Mr. Corbosiero seconded for discussion***

Mr. Corbosiero asked if changes could be made or if it was a done deal.

Ms. Murphy said changes could be made.

Mr. Corbosiero asked if something more than yes/no could be added to 17 concerning sidewalks.

Mr. Corbosiero had concerns about # 20. Ms. Murphy said she would fix it to mirror # 19.

Mr. Vine was concerned about readability for seniors. Ms. Murphy said Fonts will not be any smaller. 30 days from Monday they figured was June 12.

Number 11 will move to the appropriate spot instead of at the top of the list, Number 20 and 21 will be formatted to mirror 19. Which is Very Important. Important, not important, ***Amend motion to add: If these changes alter the format so it is not printable to hard copy, we allow the planning agent to use her discretion.***

Mr. McCrohon asked the board if they feel farmers have been represented adequately in the survey.

He said some of the areas of question could add something relative to farming. \

He said Farmers Market could be added to #21

On #20 encourage preservation of agricultural property or enterprises.

Mr. McCrohon said maybe something could be added for agricultural fairground.

Mr. Berndt said that there should be someplace that encourages people to place their ideas in the "other" section.

Ms. Murphy said that would come with the directions.

***McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5 - 0***

***APPROVED***

Ms. Murphy said it would be up to the Master Plan Committee to go through the surveys and then

articulate what the vision that Winchendon's citizens have for themselves, and how will it be achieved through economic development, housing, services, open space, and most importantly, what is the implementation strategy.

*The chairman asked for motion to appoint the Master Plan Committee at the next meeting May 20<sup>th</sup>*

*Mr. Corbosiero moved the motion/second by Mr. Vine*

Mr. Corbosiero asked again if there was anything they could follow for their purview.

Ms. Murphy said they would be compiling the data from the survey.

Mr. Vine said once the committee is formed the Planning Board should not be seen breathing down their necks. He added that he had faith in the planning agent's direction. He believed the Master Plan Committee should be as independent as they can be.

Ms. Murphy said once the committee is formed it will be up to them how they wish to proceed. She said the committee is compiled of community members, She said she would be strictly in an advisory position.

It will be the job of the MP Committee to reach out to the community to determine what the data really means.

The board agreed the master Plan from 2001 would help as a guide.

Ms. Murphy said she would like to shoot for the last week in June for the presentation from John Hume.

The board agreed literature could be handed out on the day of the parade.

The board discussed a table with information at the upcoming car show.

*McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5 - 0*  
*APPROVED*

*The chairman called for a motion to pay the secretary*

*Mr. Corbosiero moved the motion/second by Mr. Vine*

*McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5 - 0*  
*APPROVED*

The planning agent informed the board that UMASS would not be assisting Winchendon in a downtown revitalization plan. She said to say she is disappointed is an understatement; the professor told her if more students sign up for the course, Winchendon was next on the list.

The chairman gave a heads up to the board concerning issues on a property on Route 12 formerly Lang's Auto. The person interested in doing business wants to do rolling restorations which falls into a gray area.

*Mr. Corbosiero moved for 7 new name plates made by Ray Coe / second by Mr. Vine*

*McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5 - 0*  
*APPROVED*

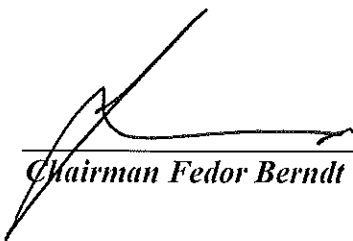
The chairman said if there is money left in the account he would like to see the purchase of CDs or tools that board members could use for informational purposes. He told the board that if they saw tools hat could be used, please inform the planning agent, himself, or Mr. Corbosiero.

*Mr. Vine moved to adjourn/ second by Corbosiero*

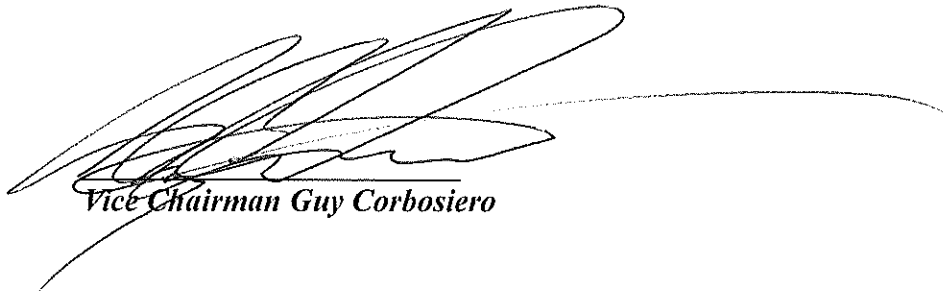
*McCrohon (Y) Corbosiero (Y) Halloran (Y) Vine (Y) Berndt (Y) 5-0*

**APPROVED**

**ADJOURNED: 8:49**



*Chairman Fedor Berndt*



*Vice Chairman Guy Corbosiero*

*Clerk James McCrohon*



*Greg Vine*



*James Halloran*