

Planning Board Meeting Minutes
April 3, 2013

Present: Vice-Chair Patricia Rydlak

Members: Trish Gill, Jean Vincent and Peter D. Starkus

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Not Present: Chairman John P. McGrath

Vice-Chair Patricia Rydlak opened the meeting at 7:00 p.m.

Ms. Rydlak reviewed bills

Member Jean Vincent made a motion to approve payments for bills. Member Trish Gill seconded the motion. All members were in favor.

Member Jean Vincent made a motion to approve payment for payroll. Member Trish Gill seconded the motion. All members were in favor.

Planning Board Mail and Correspondences

The Board reviewed other communities' correspondences.

Ms. Rydlak read a letter from the Charlton Heritage Land Trust they have accepted the 3.72 acres of open space of the Lambs Ponds Estate Subdivisions. The Charlton Heritage Trust has received \$15,000 in a Stewardship Donation to maintain the open-space.

Town Highway Barn Performance Guarantee Release

Member Pete Starkus made a motion to release the Town Highway Building performance guarantee amount of \$2,826 per the Graves Engineering, Inc. report recommendation dated March 26, 2013.

Member Trish Gill seconded the motion. All members were in favor.

Approval-Not-Required

Harrington Road

Member Patricia Rydlak made a motion to approve the Harrington Road ANR for applicant Mr. Nardelli to adjust lot lines.

Member Trish Gill seconded the motion. All members were in favor.

Approval-Not-Required
Turner Road

Member Pete Starkus made a motion to approve an ANR to combine two lots into one lot on Turner Road. Member Jean Vincent seconded the motion. All members were in favor.

7:15 p.m. Zoning By-Law Revision/Update, Section 5.6 Signs
Public Hearing

Vice-Chair Patricia Rydlak read the public hearing notice.

Town Planner Alan Gordon summarized the project. He stated that the original sign by-law was written in 1987. The Planning Board has sponsored this article and worked on the revision over the past year with master plan consultant Ralph Willmer of VHB, Inc.

The Town Planner submitted for the record a letter dated April 2, 2013 from Building Enforcement Officer Curt Meskus with his final recommendations to the draft sign by-law.

No members of the public were present for the hearing.

Member Trish Gill made a motion to close the public hearing notice. Member Jean Vincent seconded the motion. All members were in favor.

Member Trish Gill made a motion to recommend the zoning by-law to the May Annual Town Meeting Warrant. Member Jean Vincent seconded the motion. All members were in favor.

7:25 p.m. Bay Path Regional Vocational Technical High School Site Plan
Application-Public Hearing

Chairman McGrath read the public hearing notice.

Present at the public hearing was: Landscape Architect Mr. Dave McKinley from Kaestle Boos, Superintendent John LaFleche both representing Bay Path, and Michael Erickson, PE from Diversified Technology Consultants, as the project's civil engineering designer.

The Board reviewed the façade design of the Bay Path building.

The proposed addition is proposing a brick front, with metal on the sides, and stone at the base of the building.

The Board all approved of the design façade.

Member Pete Starkus made a motion to continue the public hearing to April 17th. Member Jean Vincent seconded the motion. All members were in favor.

7:40 p.m. Gunter Estates Definitive Subdivision and Flexible Open Space Special Permit Subdivision Application Public Hearing-(Continued)

Engineer Ms. Leslie Wilson passed out proposed outdoor street lighting design or the Board to review.

The Board all agreed that they were in favor of the design of the lighting, which is style RSL-250 Series Luminaire.

Member Trish Gill made a motion to close the public hearing. Member Jean Vincent seconded the motion. All members were in favor.

Member Trish Gill made a motion to approve the waivers listed in the decision dated April 8, 2013. Member Jean Vincent seconded the motion. All members were in favor.

Member Trish Gill made a motion to approve the open-space formula. The Gunter Estates Flexible Development will preserve approximately 103 acres as permanently protected open-space. (which is approximately 56% of the total approximately 192 acres of land area). This exceeds the minimum open space requirement of at least 25% of the acreage.

Member Jean Vincent seconded the motion. All members were in favor.

Member Trish Gill made a motion to approve the Gunter Estates Definitive Subdivision Plan with the (18) eighteen conditions discussed. Member Jean Vincent seconded the motion. All members were in favor.

Member Trish Gill made a motion to approve the Flexible Design Special Permit with the (6) six conditions. Member Jean Vincent seconded the motion. All members were in favor.

Town Planner Alan Gordon reminded Engineer Ms. Leslie Wilson that the mylar and covenant should be submitted to the Planning Board within 4 to 6 weeks. Ms. Wilson stated she will be ready to submit the mylar and covenant by the next meeting.

Planning Board Discussion

The Town Planner passed out the Town of Charlton's Subdivision Open Space Inventory as prepared by Administrator Assistant Jayne Garney. The Town has 444.89 total acres permanently preserved in subdivisions.

The Town Planner reminded the Board that Water Sewer Commissioner Rob Lemansky will be attending the next Planning Board meeting for the Board's annual update.

Town Planner Alan Gordon reminded the Board that the All Boards and Commission Meeting is scheduled April 9th at the Library. Chairman McGrath will present the Planning Board's updates.

Member Jean Vincent made a motion to adjourn. Member Pete Starkus seconded the motion. All members were in favor.

Motion to adjourn at 8:25 p.m.