

Planning Board Meeting Minutes
March 19, 2014

Present: Chairman John P. McGrath

Member: Jean Vincent, Pete Starkus

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Not Present: Vice-Chair Patricia Rydlak and Member Alycia Dzik

Chairman John P. McGrath opened the meeting at 7:00 p.m.

John McGrath reviewed bills

Member Pete Starkus made a motion to approve the vouchers for bills. Member Jean Vincent seconded the motion. All members were in favor.

John P. McGrath reviewed mail and correspondences

John McGrath read a memo that Casella Waste Services will be holding a Household Hazardous Waste Day on Saturday March 29 from 9:00am to 1:00 pm at the Casella Waste Service Facility at 165 Barefoot Road. This is for Residents of Charlton and Southbridge.

Lemansky-Water/Sewer Annual Update

Mr. Rob Lemansky, Chairman of the Water/Sewer Commission was present to discuss the latest updates in his commission's efforts.

Mr. Lemansky informed the Board that the Town is treating 220,000 gallons of sewerage per day, but the Town has the capacity to treat up to 450,000 gallons per day.

The Board discussed approved site plans that will be connecting to water & sewer in the future.

Mr. Lemansky stated there has not been a sewerage rate change in 4 years. Discussion ensued, and the Board thanked Mr. Lemansky for his annual Water/Sewer update.

He then gave a water system update, explaining the Exxon water extension to S. Sturbridge Road, as well as water line sizes in various locations.

Re-Appointment of Chairman

Mr. John McGrath stepped down as Chairman. Mr. McGrath is running for the Select Board in May.

Member Jean Vincent made a motion to approve Pete Starkus as Chairman. Member John McGrath seconded the motion. All members were in favor.

Town Planner Alan Gordon thanked John McGrath for his 16 years serving on the Planning Board.

Housing Authority Expansion Project

Town Planner Alan Gordon passed out the draft Land Disposition & Development Agreement.

Mr. Gordon stated that DHCD legally requires the partnership to be with the developer. Jean Vincent also updated the Board on the developer RFP process.

Subdivision Administration:

Peaceful Woods Annual Extension Request

Member Pete Starkus made a motion to approve the one-year Peaceful Woods Special Permit for a 55 and over Senior Living and Peaceful Woods Definitive Subdivision Plan to 4-20-15.

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

Mass. CPTC Conference

Alan Gordon updated the Board and distributed hand-outs from the Annual Mass. CPTC Planning Conference that he and Vice-Chairman Patricia Rydlak attended last Saturday.

Growth Management

The Board discussed several proposed projects that will be submitted in the near future for site plan or special permit review.

The Town Planner stated that there are also several solar array projects moving through the National Grid preliminary review process.

March 3, 2014 Minutes

Member Jean Vincent made a motion to approve the March 3, 2014 minutes as amended. Member John McGrath seconded the motion. All members were in favor.

Larnered Hill Subdivision Discussion

Developer Elliott Burlingame met with the Town Planner to discuss the process to release the recreation restriction at the Larnered Hill Subdivision.

The Board all agreed to schedule the recreation restriction lot release on the next Planning Board meeting.

CMRPC Items

The Board also discussed the upcoming Village District study with CMRPC's consulting services and the upcoming visit to Incom by Housing and Economic Development Secretary Bialucki. Trish Settles of CMRPC is coordinating details and invited the Planning Board and EDC to the Incom visit.

Willow Tree Update

The Board reviewed correspondences from Town Counsel Jim Cosgrove on the ongoing Willow Tree performance guarantee court appeal.

Town Planner Alan Gordon stated the court case was dismissed on March 18, 2014.

The Order of Dismissal was issued because service was not complete by deadline. Town Counsel expects the plaintiff to re-file with the court.

Planning Board Discussion:

The Town Planner stated that the Annual Commencement Of Construction Season/Engineering Inspection Services letter to Charlton Subdivision and Site Plan Developers was mailed out on March 11, 2014.

Round Table Meeting Review

Mr. John McGrath attended the March 13 Round Table Meeting and updated the Board on the discussion.

Mr. McGrath stated he explained the zoning by-law and the process for adoption at the meeting.

Mr. McGrath stated discussed at the meeting was a possible Tech Review Committee. The Board all agreed that there was no need to add an extra layer of permit review or meetings as another formal step in the development permitting process. We're always offered project developers, if they desire it, the opportunity to meet jointly with staff during their plan preparations and very few do so, preferring meeting with different departments at different times. However, we will continue to make this opportunity for joint meeting available per the desire of the individual applicants.

Mr. McGrath stated this was done with the Konover Project because it would have affected Fire and Police Departments.

The Board also discussed Curt Meskus's idea of creating a brochure based upon the Permitting Guidebook with the proper procedures and contacts involved with development permitting.

Discussion ensued, and the Board agreed that Town Planner Alan Gordon, Administrative Assistant Jayne Garney, Building Commissioner Curt Meskus, and Administrative Assistant Nancy Shields would work together on this brochure item and include information in it on the availability of joint technical review if desired by the applicant.

All Boards & Commissions Meeting

Town Planner Alan Gordon reminded the Board that the semi-annual All Board's & Commissions Meeting is scheduled for Tuesday, April 8 at 6:00 p.m. in the Town Hall Senior Center.

Annual Town Meeting

Town Planner Alan Gordon stated the Annual Town Meeting is scheduled for Monday, May 19 at 7:00 p.m. at the Charlton Middle School.

New Business

The Board discussed an ongoing mapping project with Matt Franz. The project is to map locations of the past several years of economic development projects constructed.

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

Motion to adjourn at 8:45p.m.