

Planning Board Meeting Minutes
June 18, 2014

Present: Chairman Pete Starkus

Member: Patricia Rydlak, Jean Vincent, Alycia Dzik, Ross Lemansky

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Chairman Pete Starkus opened the meeting at 7:00 p.m.

Pete Starkus reviewed bills

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

Pete Starkus reviewed mail and correspondences

Mr. Pete Starkus reviewed other communities' correspondences.

7:10 p.m. Russ Jennings-Site Plan Preliminary Discussion (Continued)

Present to discuss the proposed Charlton Recreational Park was Brent Sellew and Russ Jennings.

Mr. Jennings passed out a map showing the concept lay-out of the Charlton Recreational Park in three (3) phases.

Mr. Jennings stating they are working on engineering and wetland flagging.

Mr. Jennings stated the temporary access is proposed on Brookfield Road.

Discussion ensued, and the Board thanked Mr. Jennings for his update, and look forward to reviewing the site plan when it is submitted.

7:30 p.m. Tree City USA Designation/Award

Town Planner Alan Gordon passed out the Tree City USA plaque for the Board to see. The Board all agreed to ask the library if they would like to display the plaque in their display case, and possible display the flag.

Mr. Gordon stated the trees will be inspected next week at Meadowview because the root balls needed to be partially exposed at the top.

Ms. Rydlak suggested next year having the trees planted at Bay Path with all the construction going on with the school's expansion project.

Telecommunication Tower Antenna FAA/FCC Compliance:

American Tower Corp.-Carpenter Hill Road

The Board reviewed the June 3, 2014 letter from American Tower Corporation confirming 2014-2015 annual compliance with FAA and FCC regulations regarding operation of the telecommunications tower owned by American Tower Corporation located at J. Hammond Road.

Member Jean Vincent made a motion to accept the document submitted by American Tower Corporation. Member Alycia Dzik seconded the motion. All members were in favor.

Subdivision Administration:

Ponnakin Hill Estates-Approval Extension Request

Member Alycia Dzik made a motion to approve the Ponnakin Hill Estates Definitive Subdivision Plan one-year extension request to July 7, 2015. Member Patricia Rydlak seconded the motion. All members were in favor.

Town Planner Alan Gordon stated they are currently working on Phase 3 of the subdivision and will be submitting for some roadway design revisions soon.

REDO/RECAP Chamber Marketing Program Update

Town Planner Alan Gordon passed out updated information on the South Central Chamber's Marketing Program. Updates include marketing sites for economic development, and a career in manufacturing, with free manufacturing training for the community.

Approval-Not-Required:

Saundersdale Road-Grenier

Member Alycia Dzik made a motion to approve the ANR for a lot adjustment on Saundersdale Road. Member Ross Lemansky seconded the motion. All members were in favor.

Growth Management

Town Planner Alan Gordon updated the Board that he has received a Graves Engineering, Inc. site plan field inspection report on Nature's Classroom. The report stated that the stormwater system was not properly done according to the plan approved.

In the Graves Engineering report dated 6-16-14, it states the stormwater design will work, but Bertin Engineering, Inc. will have to re-certify plan as revised in the field.

Town Planner updated the Board that Lambs Pond Estates only has one more house lot. There is a problem with an abutter covering part of the detention basin infrastructure. There needs to be a fence installed around the detention basin. Blair Builders met with him and Mike Andrade from Graves Engineering, Inc. at the site to address this.

Village District Economic Strategies

Town Planner Alan Gordon stated he has a meeting scheduled on June 27 with Eric Smith from CMRPC on the village study.

Mr. Gordon stated the next meeting scheduled will be August 6. The Village District Economic Project is in a preliminary stage right now. In September will be the first working meeting with the Board. In the fall a working meeting will be scheduled with abutters for their input.

Planning Board Discussion:

Open-Space Inventory List

Town Planner Alan Gordon passed out the updated open-space inventory showing 444.89 acres of permanently preserved open-space in Charlton cluster subdivisions.

Summer Planning Board Meeting Schedule

The Board all agreed that the summer Planning Board meetings will be:

July 9, July 23, and August 6, 2014. The Board all agreed to add a second meeting in July because of the numerous site plans being proposed. An August meeting will be added if necessary.

Town of Charlton Project Guide

The Board all received the completed Town of Charlton Project Guide pamphlet. The Board and Town Planner all agreed that Building Commissioner Curt Meskus did an excellent job designing it.

Minutes:**April 2, 2014**

Member Jean Vincent made a motion to approve the April 2, 2014 minutes as written. Member Alycia Dzik seconded the motion. All members were in favor, with Ross Lemansky abstaining, because he was not a member of the Planning Board at the time.

April 16, 2014

Member Patricia Rydlak made a motion to approve the April 16, 2015 minutes written. Member Jean Vincent seconded the motion. Member Ross Lemansky abstained because he was not on the Planning Board at the time, and Member Alycia Dzik abstained because she was absent from the meeting.

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

Motion to adjourn at 8:40 p.m.