

Planning Board Meeting Minutes
September 17, 2014

Present: Chairman Pete Starkus

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

Staff: Planning Director Alan Gordon, Administrative Assistant Jayne Garney

Not Present: Alycia Dzik

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 Patricia Rydlak seconded the motion. All members were in favor.

Member Patricia Rydlak made a motion to approve payment on vouchers for payroll. Member Jean Vincent seconded the motion. All members were in favor.

Pete Starkus reviewed mail and correspondences

Mr. Pete Starkus reviewed other communities' correspondences.

Planning Board Permit Administration:

Special Permit Extension Request-Parrettie-Ramshorn Road

Member Patricia Rydlak made a motion to approve the one-year extension request for Parrettie Reduced Frontage Lot Special Permit to 10-15-2015.

Member Ross Lemansky seconded the motion. All members were in favor.

Special Permit Extension Request-Nardelli –Harrington Road

Member Patricia Rydlak made a motion to approve the one-year extension request for Harrington Road Reduced Frontage Lot Special Permit to 9-21-15.

Member Ross Lemansky seconded the motion. All members were in favor.

7:15 p.m. Ponnakin Hill Estates Subdivision-Phase III Revision Public Hearing (Continued)

Town Planner Alan Gordon stated that Mike Loin, from Bertin Engineering has requested a continuance to work on design revisions.

Member Ross Lemansky made a motion to continue the Ponnakin Hill Estates Subdivision Phase III Revision public hearing to October 1, 2014. Member Patricia Rydlak seconded the motion. All members were in favor.

7:25 p.m. Village District DLTA Planning Project

The EDC was invited to the meeting. Present from the Economic Development Commission was Mr. Rich Cayer.

Central Mass Regional Planning Commission Planner Eric Smith was present to discuss the DLTA-funded Village Center planning study.

Mr. Smith passed out a hand-out titled Charlton Village District Center PDA dated September 17, 2014.

Mr. Smith discussed the project goals and tasks. Mr. Smith provided topography maps of the four undeveloped privately owned sites for further discussion which include: The Overlook, LeBlanc property, Carpentier property and Miller property. The participants' brainstormed ideas including expanding the Village District zoning boundaries and establishing a grant-funded wayfaring signage program.

Chairman Starkus stated that tonight's discussion was a good overall orientation to the Village Center Study and the Board looked forward to the October 15 public participation workshop.

Annual Planning Board Goals & Objectives

The Board reviewed the draft Planning Board's Annual Goals and Objectives.

Member Patricia Rydlak made a motion to approve the draft Annual Goals and Objectives. Member Ross Lemansky seconded the motion. All members were in favor.

Planning Board Discussion:

Town Planner Alan Gordon reminded the Board that the semi-annual All Boards & Commissions Meeting is scheduled to be held on Tuesday, September 23 at 6:30 p.m. in the Senior Center.

Nexamp Solar Array-Panel Lay-Out Revision

The Board reviewed the revision to the Nexamp solar array site plan submitted by Waterman Design Associates, Inc. pertaining to the final lay-out of the proposed commercial solar array panels.

Member Patricia Rydlak made a motion to approve the field adjustment with the revised lay-out on sheets C-201B, C-202 B, and C203-B dated September 9, 2014 meets the design requirements condition #2. Member Jean Vincent seconded the motion. All members were in favor.

Adjourn to go into Executive Session:

Chairman Pete Starkus made a motion to move to go into Executive Session to review the Executive Session Draft May 15, 2014 Minutes.

The Board will not reconvene in Open Session.

Vote by roll to call into Executive Session:

Chairman Pete Starkus-Yes

Patricia Rydlak-Yes

Jean Vincent-Yes

Ross Lemansky-Yes