

Planning Board Meeting Minutes
May 3, 2017

Present: Chairman Pete Starkus

Members: Jean Vincent, Ross Lemansky, Alycia Dzik

Staff: Planning Director Alan Gordon, Administrative Assistant Jayne Garney

Not Present: Patricia Rydlak, Pete Boria

Chairman Pete Starkus opened the meeting at 7:00 PM.

Mr. Starkus reviewed bills and payroll.

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

Member Alycia Dzik made a motion to approve payment for payroll. Member Ross Lemansky seconded the motion. All members were in favor.

Chairman Pete Starkus reviewed mail and correspondences.

Minutes:

November 16, 2016

Member Jean Vincent made a motion to approve the November 16, 2016 minutes as presented. Member Ross Lemansky seconded the motion. All members were in favor.

December 7, 2016

Member Jean Vincent made a motion to approve the November 7, 2016 minutes as presented. Member Ross Lemansky seconded the motion. All members were in favor.

February 1, 2017

Member Jean Vincent made a motion to approve the February 1, 2017 minutes as presented. Member Ross Lemansky seconded the motion. All members were in favor.

March 1, 2017

Member Ross Lemansky made a motion to approve the March 1, 2017 minutes as presented. Member Jean Vincent seconded the motion. All members were in favor.

**7:15 PM. Hauge Reduced Frontage Special Permit App. Dresser Hill Road
Public Hearing**

Chairman Pete Starkus read the public hearing notice.

Engineer Jason Dubois was not present at the public hearing for the review process.

Planning Director Alan Gordon stated the reduced frontage lot has 6.22 acres off Dresser Hill Road. The reduced frontage lot requirement is a minimum of 5 acres total.

Abutter Richard Kelley of 58 Dresser Hill Road asked where the driveway was located off of Dresser Hill Road. Planning Director Alan Gordon showed Mr. Kelley on the proposed plan where the driveway would be located.

There were no comments from the Board.

Member Alycia Dzik made a motion to close the public hearing. Member Ross Lemansky seconded the motion. All members were in favor.

Member Alycia Dzik made a motion to approve the Hauge Special Permit Reduced Frontage Lot on Dresser Hill Road with the conditions discussed. Member Ross Lemansky seconded the motion. All members were in favor.

Approval-Not-Required-Hauge-Dresser Hill Road

Member Jean Vincent made a motion to approve the ANR to create 5-Lot on Dresser Hill Road. Member Ross Lemansky seconded the motion. All members were in favor.

Griffin Road Solar Update:

Planning Director Alan Gordon passed out the Graves Engineering, Inc. peer review dated 4-17-17. Pictures of the completed fence were attached to the peer report.

Graves Engineering Billing Process:

Planning Director Alan Gordon explained how the billing process is done. The Planning Board bills the applicant for reimbursals to the Board for their Graves Engineering, Inc. peer review bills. The Board waits to receive the payment from the applicant, then pays Graves Engineering directly out of the revolving fund. This process has caused problems with Graves Eng. Inc. waiting for their payment.

Planning Director Alan Gordon stated most communities set up an escrow account, and the peer review would come out of that.

The Board reviewed the Graves Engineering, Inc. peer review initial deposit fee letter dated April 27, 2017.

The initial peer review fee reviewed is as follow:

Subdivisions-Preliminary Plan: \$1,000

Subdivision-Definitive Plan: \$2000 base and \$100 per lot in excess of 10 lots(up to a maximum of \$5000 total)

Subdivision Modification: To be determined on a case-by-case basis based upon scope of the modification.

Site Plan Approval: \$2000

The Board agreed to vote on the above policy at the next Planning Board meeting on May 17, 2017 with the absence of members Pete Boria and Patricia Rydlak.

7:25 pm. Michael Mahlert-Ponnakin Estates Sub. Design Revision Discussion

Mr. Michael Mahlert from Hometown Bank was present to discuss the Ponnakin Hill Definitive Subdivision possible revision.

The Board discussed the re-design of Phase 4 and Phase 5 of the Ponnakin Hill Estates definitive subdivision plan, replacing both sections of proposed overly steep roadway and conventional lot width with a proposed reduced frontage lot design.

7:35 PM. Graves Engineering, Inc. Peer Review Report-Sunset City site Plan Revised Stormwater Management Drainage Design

The applicant has requested to continue to the May 17, 2017 Planning Board meeting.

Planning Board Permit Administration:**Gunter Estates-Subdivision/Special Permit Approval Annual Extension**

Member Ross Lemansky made a motion to approve the one-year approval extension for Gunter Estates Subdivision and Special Permit to June 19, 2018. Member Jean Vincent seconded the motion. All members were in favor. Member Alicia Dzik abstained.

Peters- Special Permit Design Revision-Stafford Street

The Board reviewed the site plan design revision dated February 10, 2017. The revision is to reduce the proposed commercial vehicle garage from 8,000 square feet (80x100) to 4,960 square feet. (62x80). Member Alycia Dzik made a motion to approve the site plan revision as discussed. Member Ross Lemansky seconded the motion. All members were in favor.

Kid Power Gymnastics Special Permit Final Design Revisions

Member Jean Vincent made a motion to approve the final Kid Power Gymnastics special permit final design. Member Alycia Dzik seconded the motion. All members were in favor. Member Ross Lemansky abstained.

Planning Board Discussion

There are several site plan applications that will be submitted in the near future. Borrego will be submitting the Gunter Estates Subdivision ground mounted solar array on Boucher Drive.

The Turner Road ground mounted solar will be revised and submitted soon.

Planning Director Alan Gordon stated on May 17, 2017 the public hearing is scheduled for the cell tower located at the Police Department.

Ron Gauthier will be submitting the definitive subdivision plan for his proposed duplexes at the May 17, 2017 Planning Board meeting.

Planning Director Alan Gordon reminded the Board that May 15, 2017 is the Annual Town Meeting at 7:00 at the Middle School.

Planning Director Alan Gordon stated to the Board that the Town Clerk, Darlene Tully's last day of working is tomorrow. He stated it has been a pleasure working with her all these years. She is retiring. The Board all wishes her all the best.

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

Motion to adjourn at 8:12 PM.