

Planning Board Minutes
August 6, 2020

MINUTES

Location: Zoom Meeting

Present: Francois Steiger, John DeMalia, Alice Livdahl (Chair), Members

Staff: Christina Sutcliffe, Administrative Assistant

Absent: Bill Homans

Additional Attendees: Michael Moriarty, John Hume

Ms. Sutcliffe read the Governor's order regarding remote meetings and noted "The meeting is being broadcast live and digitally recorded."

Ms. Livdahl called the meeting to order at 6:30 PM.

Public Comments - Mr. Moriarty spoke to the Board regarding the communications tower to be installed on a parcel across from the pallet factory on Route 68. The parcel is owned by the town. Ms. Livdahl asked when the building process would be starting. Mr. Moriarty stated within a month and a half they would start with utilities and the site plan.

Ms. Sutcliffe noted this tower is initially a first responder tower not a cellular tower.

Mr. Steiger asked if this tower coverage range and reach had been studied. Mr. Moriarty stated yes, by their radio engineer, there will be minor dead spots but the coverage will not be 100 percent.

First order of Business: Meeting Minutes February 19, 2020

Mr. Steiger made a motion to accept the minutes as amended, Mr. DeMalia seconded, all in favor, motion carried, roll call vote (3-0).

Next order of business, Kevin McCarthy request for Inclusion – Marinelli Parcels, tabled

Review of Completion of 91 Williamsville Road, tabled

John Hume and Jonathan Vos – Master Plan Update

Mr. Hume stated Mr. Vos has been working on the changes to the Services and Facilities Chapter.

Mr. Hume noted he will be drafting some recommendations and he is working on the Housing Chapter. Mr. Hume is working on having the inventory and analysis for the September 3, 2020 meeting. Ms. Livdahl noted the inventory of the vacant lots in town do not need to be included.

Ms. Livdahl asked about the Transportation Committee appointment. Ms. Sutcliffe stated the Montachusett Joint Transportation Committee is looking for a member each from the Board of Selectmen and the Planning Board to sit on their committee.

Ms. Livdahl asked if that was a subcommittee if , Montachusett Regional Planning Commission (MRPC). Mr. Hume stated yes.

New Business

Next order of business, Chair to Update board on Site Walk of Town Pits 7/22/20.

Ms. Livdahl informed the Board Travis from DPW, Jeff from the Board of Selectmen (BoS) and a few consultants attended the site walk and discussed Industrial, manufacturing and housing uses.

Correspondence

- Ms. Sutcliffe informed the Board she had not received a response from Tiny Toes. Ms. Sutcliffe will send a reminder letter.
- MRPC Request for appointment, Ms. Livdahl will accept the appointment
- Economic Development Committee member, Mr. DeMalia stated he will continue with that committee.
- Email from Ed Blanchard looking for zoning laws from the 1960s. Ms. Sutcliffe fulfilled Mr. Blanchard's request.
- Notice from Carol Curtis – Notice of Conversion. Ms. Sutcliffe informed the Board that the BoS have waived their right of first refusal.
- Moosehorn Phase 2 Question. Ms. Sutcliffe stated an abutter inquired about the status of the Special Permit for Phase 2. Ms. Sutcliffe informed the abutter that Special permits expire after 2 years.
- Notices from other towns. A decision was received from the City of Gardner.

Old Business

- Curtis Site Plan Application.

Ms. Livdahl informed the Board the plans have been updated and the amendments note storage lockers and no restroom.

- 147 Williamsville Road Solar - no updates
- Solare Reports Update. Ms. Sutcliffe informed the Board that 4 out of the 5 have been received. Pitcherville Road has not submitted anything.

Ms. Sutcliffe suggested emailing out a template that assists the applicants with the proper information to submit to the Board. Ms. Livdahl was in favor of the template. Ms. Livdahl noted there are items such as ground maintenance, output and contact information that the Board needs. Ms. Sutcliffe will comprise a template and email to the proper parties.

- Gravel, no updates
- Affordable Housing. Ms. Livdahl informed the Board they have received a report that was composed after the site walk at the property off Pitcherville Road.

Ms. Livdahl noted the report reflected the need for housing.

Ms. Livdahl noted they would be going for another round with the grant aimed at Mass Development and Housing.

Ms. Livdahl explained the plan would be to locate the senior housing in the front of the property near the road and build out in the back land in phases.

Ms. Livdahl explained the cost to determine which direction the project may go will cost \$50,000, which was proposed by VHB. The cost includes conceptual plans with 3 developments for consideration, site layout, conditions assessment to include zoning, permits, utilities, etc. and a base map.

Ms. Livdahl noted CPC funds could be used for this project.

Mr. Steiger asked if there was a definitive number of housing units. Ms. Livdahl stated no and that they would also have to comply with the cluster housing bylaw.

- Ms. Livdahl noted there has been a Notice of Award for Habitat for Humanity for the project.
- Bylaw updates - Sign bylaw. Ms. Livdahl stated there would need hold a public hearing on September 3, 2020 in order to move forward to bring the updates to the Town Meeting in October.

Mr. DeMalia made a motion to move forward with the public hearing September 3, 2020, Mr. Steiger seconded, all in favor, roll call vote (3-0).

- Solar Energy Storage. Ms. Livdahl relayed to the Board what she had discussed with Mr. Murray in regard to this issue. Ms. Livdahl noted the bylaw reads as an accessory use, which is a gray area. Ms. Livdahl stated in the future there may be a need for energy storage on a stand alone site and not be related to solar.

Mr. Steiger stated there needs to be a **definition** section in the bylaw and also the allowed uses and the wording needs to be precise.

Administrative Matters

- Appointment of Economic Development Committee Member. Mr. DeMalia agreed to remain on the Committee.
- MRPC request for appointment. Ms. Livdahl had accepted the request.
- Posting of Full and Associate Member positions - meeting with the BoS Monday, August 31, 202 to have the PB vote on the recommendation of the Associate member and also vote on a Full member.
- Signatures for Worcester Registry of Deeds. Ms. Sutcliffe informed the Board 3 of the 4 signatures have been acquired and the New and Associate members will also sign. There is a one month delay.

Mr. Steiger made a motion to adjourn, Mr. DeMalia seconded, all in favor, motion carried (3-0).

Adjourned: 7:56 pm