



# Town of Westminster

MASSACHUSETTS 01473  
FROM THE OFFICE OF THE  
**PLANNING BOARD**

Phone: (978) 874-7414

[swallace@westminster-ma.gov](mailto:swallace@westminster-ma.gov)

---

Jon Wyman, chairman

Marie N. Auger, vice chairman

Dan Bartkus

Lawrence Skamarycz

Mike Smith

Westminster Planning Board  
Meeting Minutes for April 27, 2021

Remote-Participation ZOOM meeting.

Members present: Marie Auger, Mike Smith and Dan Bartkus  
Town Planner, Stephen Wallace.

Staff: Andrea Mastrototoro, Recording Secretary

Absent: Larry Skamarycz and Jon Wyman

Additional Attendees: Adam Christie, Brian Carlson, Stephen Ballard, Christopher King, John Moeller, John Hennessey, Mike Petrin, Dan Dumais, Owen Grant, Elizabeth Flanagan and Christopher King.

M. Auger called the meeting to order at 7:00 PM.

M. Auger read the Governor's open meeting order.

## *Administrative Matters*

First order of business, Approve meeting minutes from March 30 and April 13, 2021.

D. Bartkus made a motion to approve the minutes from March 30 and April 13, 2021. M. Smith seconded, Roll Call Vote, all in favor, motion carried (3-0).

Next order of business, Approval Not Required (ANR) plan for Todd Wilson, creation of one new building lot and adjusting lot lines between two existing house lots, 54 Overlook Road (Map 80, Lot 3).

The Board reviewed and approved.

D. Bartkus made a motion to endorse as presented. M. Smith seconded, Roll Call Vote, all in favor, motion carried (3-0).

D. Bartkus made a motion to approve M. Auger to be the sole signatory for the ANR plans.

This institution is an equal opportunity provider

Stephen Wallace  
Town Planner  
[swallace@westminster-ma.gov](mailto:swallace@westminster-ma.gov)

## *Public Hearing*

Next order of business, Major Modification of a Previously Approved Site Plan approval to allow TES Overlook Road LLC to add battery storage at the solar power project located at Overlook Road (Tax Map 69, Lot 16).

M. Auger read the hearing notice into the minutes.

C. King, representing the applicant, gave the Board the following updates.

- The original plan was approved in 2018.
- This project falls under the SMART Program, which asks the solar provider to implement battery storage.
- 5 concrete pads for storage. Equipment pads were pre-approved 2018. The pads are 22'x27'.
- The project's original footprint has not changed.
- The closest concrete pad is approximately 450 feet to the closest residence.
- Battery box sizes vary.

The Board reviewed the plan

The Town Planner stated Tetra-Tech is in the process of reviewing the revised site and decommissioning plans. There is no stormwater impact. The Fire Chief requested additional information. The applicant received a letter from the Fire Chief and has responded.

The Town Planner noted there needs to be a pre-construction meeting with the town departments, money deposited for Tetra-Tech and posting of a decommissioning bond.

D. Bartkus feels this is an improvement and the changes will not change the groundwater flow.

D. Bartkus made a motion to continue the hearing to the May 11, 2021 meeting at 7:00 pm.  
M. Smith seconded, Roll Call Vote, all in favor, motion carried (3-0).

Next order of business, Approval Not Required (ANR) plan for Traditional Concepts Inc., lot line adjustment for two properties on Rock Maple Lane (Tax Map 44, Lots 11.26 & 11.27).

The Town Planner asked B. Carlson if he would like to wait for the 21 days from submission to expire or wait for a quorum and the plan be endorsed in 14 days. B. Carlson decided to wait and be added to the April 11th agenda.

Next order of business, Site Plan approval for Equity Industrial Westminster LLC to build a warehouse on Simplex Drive (Tax Map 80, Lot 1.1).

M. Auger read the hearing notice into the minutes

The Town Planner noted the following points:

- The warehouse building is 360,000 square feet
- This is a permitted by right in an Industrial district
- The warehouse will be built on spec
- Tetra-Tech has done the review and the Planner is waiting the reviews

This institution is an equal opportunity provider

Stephen Wallace  
Town Planner  
swallace@westminster-ma.gov

M. Petrin discussed the main points of the project as follows:

- The property is 76 acres.
- The applications for site plan and stormwater have been submitted.
- The warehouse building is 360,000 square feet.
- 28 acres of the site will be disturbed.
- There are 2 entrances, 1 is for employees.
- Fire access road is proposed.
- There is a pad for the compactor.
- There is an infiltration basin for the stormwater.
- On-site lighting.
- 2 water main connections. 1 for fire and 1 for sewer.

D. Dumais explained the traffic analysis presentation to the Board. The traffic was reviewed by MDM. The traffic will turn left to enter the site and right to exit.

M. Petrin asked the Town Planner to show the building elevation. M. Smith asked how high the building was. M. Petrin stated the building is 48 feet tall.

D. Bartkus asked what the plan for the end use of the building was. M. Petrin stated it is definitely a warehouse there is no tenant as of yet but that could determine the use.

M. Petrin notes Simplex drive and Route 2 roadway and infrastructure are all privately owned by three entities.

D. Bartkus asked about the stormwater. M. Petrin stated the site will maintain the existing flow. All water that is on the impervious surfaces will flow into the basins.

The Town Planner asked about truck traffic. D. Dumais stated the applicant will collect the data to obtain a restriction on Overlook Road. The State will have to approve the restriction.

The Town Planner asked if the land to the West could be donated to the town as conservation land. M. Petrin stated they are discussing that possibility for those wetlands.

Flanagan asked about the hours of operation for a warehouse. The Town Planner stated there are no restrictions.

Flanagan asked how long the process would be to construct the building. J. Hennessey stated approximately 10 months.

The Town Planner noted that the comments from the departments regarding this project are included in the Planning Department Review Memo, which is on the Planning Department webpage under pending development applications.

D. Bartkus made a motion to continue the public hearing to May 11, 2021 at 7:00 pm.  
M. Smith seconded, Roll Call Vote, all in favor, motion carried (3-0).

Last item on the agenda, Chris Mossman, Hager Park

This institution is an equal opportunity provider

Stephen Wallace  
Town Planner  
swallace@westminster-ma.gov

C. Mossman would like support for Article 18 for Town Meeting, which will be accepting a land gift. This would add 6 acres to Hager Park.

D. Bartkus made a motion to be in favor. M. Smith seconded, Roll Call Vote, all in favor, motion carried (3-0).

Adjourned: 8:05 pm

Documents discussed:

- Approval Not Required (ANR) plan for Traditional Concepts Inc., ANR plan, ANR application and a location map.
- Approval Not Required (ANR) plan for Todd Wilson, ANR plan, ANR application and a location map.
- Smplex Drive Warehouse Project
  1. Project cover letter
  2. Site Plan application
  3. Site Plan
  4. Traffic Study
  5. Stormwater Management permit application
  6. Stormwater Report
  7. Planning Department review memo
  8. Fire Department comments

Overlook Road Solar Project - Major Revision (adding battery storage)

1. Site Plan application, abutter list and equipment specifications)
2. Revised Site Plan
3. Revised Stormwater Management Plan
4. Public hearing notice
5. Planning Department review memo
6. Fire Department comments
7. Revised Decommissioning Plan

This institution is an equal opportunity provider

Stephen Wallace  
Town Planner  
swallace@westminster-ma.gov