



# Town of Westminister

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

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Lawrence Skamarycz, Chair

Marie N. Auger, Vice Chair

Dan Bartkus

Gregg Buckman

Jodi Snyder

## Planning Board Meeting Minutes – January 25, 2022

Members present: Marie Auger, Dan Bartkus and Gregg Buckman.

Absent: Jodi Snyder and Larry Skamarycz

Staff: Town Planner, Stephen Wallace and Andrea Mastrototero, Recording Secretary

Additional Attendees: David & Jane Ferrazza, Chris Mossman, Matt Pearson, Brian Marchetti, Pete Normandin, Lance Dellogomo, Mike Ferris, Rob Bojold, Colin Johannon and John Moeller.

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

### *Administrative Matters*

First order of business: Approve meeting minutes from December 14, 2021.

G. Buckman made a motion to approve the December 14, 2021 minutes. D. Bartkus seconded, all in favor, motion carried (3-0).

Next order of business: Sign the Mylar for two Approval Not Required (ANR) plans for KEKN LLC: Adams Street and 90 Main Street as instructed by the MA Land Court.

The Board signed the Mylars as presented and added the following note: “the newly created lots do not comply with zoning”.

### *Public Comment*

J. Ferrazza read a prepared statement that she provided in writing for the record, stating her opposition to signing the Mylar for the Adams Street property. Pete Normandin stated his opposition to adding the note to the Mylars and said he would most likely litigate this matter further.

Next order of business: ANR plan for Mathew Pearson, lot line adjustment (transferring land to an abutter) for property located at 152 Bragg Hill Road (Map 11, Lot 1).

D. Bartkus made a motion to endorse the plan as presented. G. Buckman seconded. All in favor, motion carried (3-0).

Next order of business: ANR Plan for William Wintturi, creating one building lot from his land at 174 Worcester Road (Tax Map 149, Lot 9).

G. Buckman made a motion to endorse the plan as presented. D. Bartkus seconded. All in favor, motion carried (3-0).

Next order of business:, Rescind site plan approval for TES Overlook Road LLC to have battery storage for its solar power project on Overlook Road and add an additional condition to the plan's original approval.

G. Buckman made a motion to rescind site plan approval that the Board approved on May 25, 2021. D. Bartkus seconded. All in favor, motion carried (3-0). The Board then added a new condition to the original site plan decision, requiring the applicant to install landscaping where a residential abutter had cut down some trees on their property. G. Buckman made a motion to add the new condition and D. Bartkus seconded. All in favor, motion carried (3-0).

Next order of business: Vote to release the remaining bond for the Village at Old Mill subdivision.

G. Buckman made a motion to release the bond. D. Bartkus seconded. All in favor, motion carried (3-0)

### *Continued Public Hearings*

Definitive Subdivision for JP Dell LLC (owner/applicant): 10-lot cluster housing subdivision (Porter Page Road) off Bean Porridge Hill Road (Tax Map 29, Lot 3).

D. Bartkus recused himself

B. Marchetti discussed the proposed project and the financial burden posed for redesigning the project from a twelve (12) lot to a ten (10) lot-subdivision. B. Marchetti asked the Board to consider the applicant's waiver request to allow 12 lots instead of 10. The Board will discuss and consider this waiver at the February 8, 2021 meeting.

G. Buckman made a motion to continue the public hearing to February 8, 2021 at 7 pm. M. Auger seconded. D. Bartkus abstained. Motion carried (2-0-1).

Next order of business: Westminster Owner LLC (owner/applicant): Site Plan approval to construct a 600,000 square foot warehouse with 25,000 square feet of office space on Lot 1-7 within the Westminster Business Park (Tax Map 72, Lot 1).

The Town Planner updated the Board on what has transpired since the applicant last came before the Board, noting that Tetra-Tech and all Departments have reviewed the project and the applicant has addressed all comments. The only outstanding issue are revising the traffic study to address the comments from Tetra-Tech's review.

B. Marchetti, McCarty Engineering, and C. Johannon reviewed the outstanding comments not addressed. They are as follows:

- The building elevation plan, scale of the plan should be  $\frac{1}{4}'' = 1'$ . Applicant provided  $\frac{3}{64}'' = 1'$ , waiver requested, scale shows the entire project on one plan.
- Widen sidewalks from 5 feet to 7 feet. B. Marchetti stated that the note has been revised.
- Retaining wall to be moved back from the property line. B. Marchetti will be meeting with the Railroad. B. Marchetti will be asking for a waiver.
- The Reserve Parking area to have a revised Stormwater Pollution Prevention Plan (SWPPP). B. Marchetti would like this to be a condition.

- Erosion control. B. Marchetti would like this as a Condition of Approval.
- Reduce impervious surface and add pervious surface to employee parking area. B. Marchetti indicated the impervious surfaces have been reduced and LID techniques have been applied.
- LID regulation recommends no curb with the islands. B. Marchetti noted catch basins will be installed.
- End treatment for stormwater runoff. B. Marchetti noted curb and gutters in place to keep water in the parking lot.

G. Buckman made a motion to continue the public hearing to February 8, 2021 at 7 pm.

D. Bartkus seconded. Motion carried (3-0).

### *New Business*

Next order of business: Review Planning Department proposed work program for 2022. No comment from the Planning Board.

Last order of business: Open Meeting Complaint: Jill Normandin regarding Planning Board meeting minutes. The Town Planner outlined her complaint and went over the timeline of when the Board last amended the Town's earth removal bylaw and Jill Normandin's participation (or lack thereof) in that effort. The Town Planner also reviewed why the Board decided not to further revise the bylaw when it met in December 2020. The Board concurred.

D. Bartkus made a motion to forward Town Council's letter to Jill Normandin. G. Buckman seconded. Motion carried (3-0).

Adjourned: 8:00 pm

Documents discussed at this meeting:

- Draft meeting minutes from December 14, 2021.
- Approval Not Required (ANR) plans for JEKN LLC: Adams Street and 90 Main Street.
- Written statement from Jane Ferrazza regarding JEKN LLC ANR plan for Adams Street, dated January 25, 2022.
- ANR plan for Mathew Pearson, lot line adjustment for property located at 152 Bragg Hill Road.
- ANR Plan for William Wintturi, creating one building lot from his land at 174 Worcester Road.
- Site Plan modification decision for TES Overlook Road LLC, dated May 25, 2021.
- Original site plan decision for TES Overlook Road LLC dated December 11, 2018.
- Letter from Duke Energy requesting rescission of 5/25/2021 site plan modification for solar project at Overlook Road and accompanying landscaping plan for cleared portion of lot.
- Request from Westminster Properties LLC to release the remaining bond for the Village at Old Mill subdivision, dated January 3, 2022.

- Jumbo Capital Warehouse - Westminster Business Park Site Plan
  - Site Plan Application
  - Stormwater Application
  - Stormwater Report
  - Traffic Study
  - Site Plan
  - Town Department review
  - Applicant response to Town comments
  - Planning Board engineer review of site plan
  - Planning Board engineer review of revised site plan
  - Planning Board engineer review of traffic study
  - Applicant response to Planning Board engineer review of traffic study
  - Applicant response to Planning Board engineer review
- Planning Department work program for 2022.
- Jill Normandin OML complaint dated November 29, 2021 and Town Counsel draft response.