



Town of Westminister

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Dan Barkus

Andrew Rice

Linda Wiest

August 28, 2018

Planning Board Meeting Minutes

Meeting Room 222

Members present: Jon Wyman, Marie Auger, Andrew Rice, Dan Barkus and Town Planner, Stephen Wallace. Staff: Andrea Mastrototaro, Recording Secretary

Additional Attendees: Teresa Schneider, Brian Marchetti, Heather Billings, Keith Akers, Matthew Costa, Paul Aldrich, Ross Barber and Chris Mossman

J. Wyman, Chairman called the meeting to order at 7:00PM and informed those present the meeting was being recorded.

First order of business, M. Auger made a motion to accept the minutes for August 14, 2018, D. Barkus seconded, All in favor, motion carried (3-0)

Next order of business: Westminister Business Park request to extend the duration of their Earth Removal Permit for Lot I-7 (Phase III) for 2-3 years. Steve Powell, Tetra-Tech, Conservation Commission and H. Billings representing Crocker Pond met at the property for a site walk to discuss dust control. H. Billings stated she was satisfied with the plan for dust control.

H. Billings noted the screening operation will be moving as they progress and that will be further away from Crocker Pond.

B. Marchetti noted a few items regarding Lot I-7:

- There was some sediment on the other side of the tracks that may have been from the trails.
- There is fiber mesh & loam on site.
- Routine inspections on lot I-7 will be performed.
- Some sediment did come down from a berm on I-8.
- The processing plant will be moved to I-8 in the future.

J. Wyman asked if the extension was for 2 or 3 years. B. Marchetti stated 3 years.

M. Auger made a motion to close the Public Hearing, D. Bartkus seconded, All in favor, motion carried (4-0)

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M. Auger made a motion to approve the extension for 3 years from the date, August 28, 2018, D. Barkus seconded, All in favor, motion carried (4-0)

Next order of business: Site Plan review for Syncarpha Solar Westminster, LLC and JP Dell, LLC for a ground-mount solar array on Bean Porridge Hill Road. The Town Planner noted the last outstanding issue was the method for stormwater control. The Town Planner stated the applicant and Tetra-Tech came to an agreement on a (SWPPP) known as the Stormwater Pollution Prevention Plan.

The Town Planner read a letter he received from Melony Donnley regarding her concerns and dislike of the set back near her property. M. Donnley asked the Board to consider asking the applicant to move the array further than fifty feet if the array was approved by the Board.

J. Wyman asked if the applicant has spoken with the abutters regarding the screening
T. Morey stated no, he is waiting until the leaves are down.

M. Auger made a motion to close the public hearing, A. Rice seconded, All in favor, motion carried (3-0).
D. Barkus abstained.

The waivers Syncarpha Solar Westminster, LLC requested are as follows;

1. Location of septic & water - there are none.
2. Landscape plan requirement.
3. Signage - standard signage.
4. Lighting - there is none.
5. Open Space - there is none.
6. Building elevations - there are none.
7. Traffic plan

M. Auger made a motion to accept the waivers, A. Rice seconded, All in favor, motion carried (3-0). D. Barkus abstained.

The conditions to the Syncarpha Solar Westminster, LLC permit are as follows;

1. Approvals of other Boards are not assumed in the decision.
2. Site Plan Approval is for this site only.
3. The Board reserves the right to modify or amend within its own power and without a public hearing.
4. The permit shall lapse on August 28, 2020 if work has not commenced
5. The Applicant will supply a decommission bond of \$90,000.
6. The contact information shall be provided to the Police, Fire, Planning and Public Works Departments.
7. Pre-construction meeting required with all relevant departments.
8. Inspections will take place at certain intervals at the Applicants expense with Tetra-Tech representing the Planning Board.
9. No deliveries during school hours of 7am-9am and 2pm-4pm.
10. Hours of operation are Monday through Friday 7am-5pm.
11. Stormwater Plan to the Planning Board
12. Applicant and the Board will walk the Westerly side in the Fall/Winter to determine visual impact.

M. Auger made a motion to accept the conditions, A. Rice seconded, All in favor, motion carried (3-0).
D. Barkus abstained.

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M. Auger made a motion to allow J. Wyman to sign on behalf of the Board, A. Rice seconded, All in favor, motion carried (4-0).

Next on the agenda: Definitive Subdivision Plan for Charles Way, two lots with interior road coming off Overlook Road. C. Mossman explained to the Board the two abutters met and discussed the planting of some sort of screening, they will work it out together.

M. Auger made a motion to close the public hearing, A. Rice seconded, All in favor, motion carried (4-0).

The waivers the Charles Way Subdivision requested are as follows;

1. Roadway width 26 feet required - 15 feet proposed with 2.5 foot shoulders.
2. Roadway grade 6% required - proposed 10.8%.
3. Road length 500 feet is the limit - 650 feet proposed.
4. A turn-around required - turn-out proposed.
5. Roadway flares - none.
6. Roadway construction - it is an access road.
7. Street trees - none.
8. Sidewalks - none.
9. Bond for roadway and utilities.
10. As-builts
11. Environmental Impact study.

M. Auger made a motion to support the waivers, D. Barkus seconded, All in favor, motion carried (4-0).

The conditions to the Charles Way Subdivision are as follows;

1. Work with Historical Commission to choose a road name.
2. Town Counsel to review Homeowners Association documents.
3. Neither lot shall be further divided.
4. Written verification all taxes have been paid.
5. Submit 12 large scale sets of plans, 1 reduced (11x17) and a digital copy.
6. DPW approval required for any work in the town's right-of-way.
7. Decision to be supplied to an purchaser.
8. Plans must be submitted to the Fire Department before requesting a Fire Dept.sign off of Building Permit.
9. Mandatory meeting with Fire Department , Board of Health and Conservation Commission before applying for a Building permit.
10. No Occupancy Permit will be issued until Tetra-Tech approves road completion.
11. Hours of operation are 7am - 5pm Monday - Friday, no Sundays or holidays.
12. Construction to be completed within 2 years.
13. Valid upon recording and after the 20 day appeal period.
14. Any modifications must be submitted in writing to the Planning Board.
15. Construction is based on endorsed plan and Decision.
16. Decision to be kept on site
17. Responsible person and emergency contact information to be submitted to the Planning Board, Police and Fire Department.

M. Auger made a motion to approve with conditions, D. Barkus seconded, All in favor, motion carried (4-0)

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Next on the agenda: Lot release request for Ashoryn, LLC. M. Auger asked what lots were requested to be released. The Town Planner stated all 16 lots. M. Auger stated a road needs to be in before lots are released. The Board agreed the request was premature.

Next on the agenda: Tetra-Tech's report for Westminster Business Park. The Town Planner noted the report is similar to B. Marchetti's report earlier in the meeting.
No comments or concerns from the Board.

Last items on the agenda, Town Planner's report for July, parking standards and LeBlanc permit extension.

D. Barkus made a motion to revise the Industrial Zone parking standards for the Fall meeting, M. Auger seconded, All in favor, motion carried (4-0)

The Town Planner states G. LeBlanc requested a 1 week extension on his permit. The permit expires the end of August 2018.

D. Barkus made a motion to extend the permit 1 week, M. Auger seconded, All in favor, motion carried (4-0)

Meeting adjourned at 8:00 PM.

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