



Town of Westminster

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Dan Bartkus

Andrew Rice

Linda Wiest

Planning Board Meeting Minutes: December 11, 2018

Members present: Jon Wyman, Marie Auger, Dan Bartkus, L. Wiest and Town Planner, Stephen Wallace.
Staff: Andrea Mastrototaro, Recording Secretary

Additional Attendees: Paul and Doris Bartkus, Glenn and Linda Hines, Jeff Smith, Alan Morrison, Siobhan and Edvardas Bartkus, Gary Litchfield, Matt Dunn, Brian Marchetti, Alan Belanger, Rich Tabaczynski, Don Gibbons, Bob Hakala, and Christine Peneseau.

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

First order of business, D. Bartkus made a motion to accept the minutes for November 13, 2018, L. Wiest seconded, All in favor, motion carried (4-0)

Next order of business, D. Bartkus made a motion to accept the minutes with the amendment for November 20, 2018, L. Wiest seconded, All in favor, motion carried (4-0)

The next order of business, Woods of Westminster Subdivision: annual update on completing the subdivision. The applicant's engineer stated in phase 1 there are 11 of the 13 houses occupied, there is a 14 foundations and the other lot has no work started as of yet. Aiming to complete the topcoat and sidewalks in the late spring 2019 and hoping to have the road accepted by the Town in November 2019. Phase 2 consists of White Pine Drive, 2 of the lots have been built on and one is occupied. and phase 3 will be worked on in 2020-2021. The Town Planner asked if they would be back in the Fall to asked for lot releases for Phase 3. The applicant's engineer stated yes.

The next order of business: Village at Old Mill Subdivision: annual update on completing the subdivision and bond reduction request. G. Litchfield informed the Board the topcoat, granite and the berm are in, there are a few bounds to be done and no further sidewalks to be put in. There are 8 lots left, 6 houses under construction, 1 is a spec house and 1 model home. The subdivision consists of 68 lots total. The as-built plans are about 95% complete.

The Town Planner asked if they would be seeking road acceptance. G. Litchfield stated they are hoping for November 2019. The Town Planner asked that he receive three months of advanced notice in advance for road acceptance request.

G. Litchfield is seeking a bond reduction. The bond currently is \$775,000 and the reduction of \$631,717 is requested, leaving the remaining amount at \$143,000. Tetra-Tech and the DPW Director made a site visit, reviewed the property and is satisfied with the request.

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M. Auger made a motion to reduce the bond, D. Bartkus seconded, all in favor. (4-0)

The next order of business: Rowtier Drive Industrial Park: annual update on completing the subdivision, including construction milestones and deadline for completing the subdivision.

A. Belanger presented his plan to the Board. A. Belanger will have the engineering done by the end of December 2018 and would like to present to the Board at their January 8, 2019 meeting. A. Belanger stated he would be opening the road in the spring. The paving will be started in April-May 2019 and completed in June 2019. There is \$23,000 remaining on the bond.

The Town Planner asked A. Belanger to submit a revised subdivision plan showing the shortened road and the Boulevards removed.

The Board has to decide how to resolve the conflict with the site plan and the 2014 condition of a decision. One that there be no building permits to be issued on the property until the performance bond is in place and secondly prior to a building permit being issued the applicant shall put up a bond.

The Town Planner suggests the Board amendment both decision at the January 8, 2019 meeting.

The next order of business: Preliminary consultation on a reduced road standard subdivision for Alan Belanger for property on Narrows Road. B. Marchetti presented the project to the Board. The parcel is 8 acres and the subdivision will be using the existing frontage. The subdivision will be comprised of two reduced road subdivision. There will be 4 new houses and one existing home. There are some wetlands on the property and they are flagged.

The Town Planner asked if the applicant was going to come back to the Board with a Preliminary Plan. B. Marchetti stated no, they will be back with a definitive plan.

D. Bartkus asked if there were fire hydrants. A. Belanger noted there is a waterline that belongs to Fitchburg.

The Town Planner reminded the applicant there are three fire suppression options and he will need to choose one for the definitive plan.

Public Comment:

M. Dunn, 185 Narrows Road, asked if A. Belanger will be building the houses. A. Belanger stated no, he is not building. M. Dunn asked if they were to be single family or duplexes. M. Auger stated that both single family and two-family dwellings are allowed. M. Dunn asked about the land between the two subdivision access roads. B. Marchetti stated the access road is 15 feet wide. M. Dunn also expressed concern with regards to the landscaping etcetera. The Town Planner stated the plan has to go through the site plan approval process.

D. LeBlanc, 177 Narrows Road, expressed concern about the water pressure and also the removal of gravel from the site. B. Marchetti stated gravel will be removed to bring the site to grade. B. Marchetti stated he will design the site to the owner's satisfaction.

A resident questioned the removal of trees. A. Belanger stated he is unsure until the plan is done.

The Town Planner asked if A. Belanger's business has now relocated to Rowtier Drive. A. Belanger stated yes.

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The Board unanimously agreed the project should move forward.

D. Bartkus made a motion that the applicant move forward with the project, M. Auger seconded, all in favor. (4-0)

The next order of business, Westminster Business Park: annual update on the Park's completion. Mr. Hakala stated a part of the hill remains on Lot I-7.

The Town Planner asked what Mr. Hakala was planning for next year. Mr. Hakala is beginning with residential plans and has an approved road. The Town Planner noted Mass Development will install a light and redesign the intersection when a tenant is there, not prior. Mr. Hakala stated he has had some interest in lot 6, possibly a paper subdivision in the future.

The Town Planner asked if a plan for the residential portion will be submitted. B. Marchetti stated there now will be a 13 lot conventional subdivision not a cluster subdivision because they cannot relocate the Mid-State Trail. There are a metes and bounds in place that define the trail's location.

Continued Public Hearing:

The next order of business: Alan Belanger (Owner) on behalf of TES Overlook Road LLC (Applicant), to install a ground-mounted solar array off Overlook Road.

R. Tabaczynski of Atlantic Design Engineers presented the revised plan with the following revisions:

- Panels were removed from the 100 foot buffer
- The wattage is reduced from 5.9 MW to 5.4MW
- The array is now 16.5 acres
- There is on change to section 3
- The setback has increased on Overlook Road
- Additional evergreen screening will be added to array #2
- Gate relocated closer to the road
- 1 Knox Box as requested by the Fire Chief

The Town Planner stated the other departments and Tetra-Tech reviewed and commented and the applicant has addressed all concerns.

Public Comment:

Christine Peneseau of 100 Overlook Road had a concern about the vegetative buffer. R. Tabaczynski stated the buffer was approximately 200 feet in width. Christine submitted a letter to the Board regarding her concerns for this project.

Mr. Gibbons noted he was happy with the changes made and would like to see the property flagged before any cutting. Christine asked about the timeframe for the project. R. Tabaczynski stated the time would be 6 months.

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

The Waivers requested are as follows:

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- Lighting
- Open space
- Landscape Impact
- Traffic Study
- Environmental Impact Study

M. Auger made a motion to approve the waivers as presented, D. Bartkus seconded, All in favor, motion carried. (4-0)

The conditions to the TES Overlook Road, LLC 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 December 11, 2020 if work has not commenced
5. The Applicant will supply a decommission bond of \$150,000.
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. Test pits to be done before construction

M. Auger made a motion to accept the conditions as read, D. Bartkus seconded, All in favor, motion carried. (4-0)

Other Business

Planning Board review/comment on a Finding request for Gregory Bessette: replacing a non-conforming residential structure with a larger non-conforming residential structure on 6 Lake Drive West. The Board took no action.

Last item on the agenda: Planner report for November.

Adjourned: 8:55 pm

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