



# Town of Westminister

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

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Michael Fortin

Andrew Rice

Linda Wiest

## MINUTES OF REGULAR MEETING

Tuesday, May 10, 2016

Room 222, Town Hall

Attendees: Jon Wyman, Marie Auger, Mike Fortin, Andrew Rice, Linda Wiest, Town Planner Stephen Wallace

Absent:

Additional Attendees: Ms. Jordan Tilleny / Sentinel & Enterprise, Mr. Dan Peragallo, Mr. Chris Mossman / Trowbridge Eng., Mr. Gene LeBlanc / Lead the Way Development.

7:00 p.m.

Jon opened the Planning Board meeting and informed those present the meeting was being audio recorded.

7:00 p.m. - *Minutes*

Jon asked PB members to review the April 12, 2016 meeting minutes. Marie motioned to approve the minutes. Seconded Mike. Voted AIF. Jon asked PB members to review the April 26, 2016 meeting minutes. Jon told the Board he was not present at that meeting (and therefore would not vote). Marie motioned to approve the minutes. Seconded Mike. Voted AIF.

7:04 p.m. - *Preliminary consultation regarding a potential Approval Not Required (ANR) plan for Eugene LeBlanc & Priscilla Harrington (Trustees of Worcester Road Realty Trust), reconfiguring the lot lines of three existing lots to create two new building lots on Worcester Road.*

Mr. Chris Mossman described a proposal for creating a two lot subdivision off Worcester Road on properties belonging to Ms. Priscilla Harrington and the Trustees of Worcester Road Realty Trust. He showed the PB a preliminary plan showing a 560 foot gravel road with grindings, 15 feet wide, ending with a turn-around within a 51 foot radius serving two house lots. Mr. Mossman described the gravel driveway type road will have two low areas of riprap beside the road designed to take care of and direct water flow. Stephen told Mr. Mossman that the Assessor has responded back to him stating that Lots 2 & 5 on Map 172, the LeBlanc properties to the left of the proposed subdivision roadway, are still in contention and will need to be reviewed with the Assessor. Mr. Mossman noted that this proposal did not contain land from Lots 2 & 5 but would include a small portion that would give the entrance driveway to the house lots a minimum 54 foot wide pathway. Marie asked where the existing house on the parcel to the right of the driveway was located. Mr. Mossman said he had only located the well and septic of that property in order design the septic systems on the proposed two lots, but can and will include the location of the house. Mr. Mossman said there were waivers they would be asking for. The first would be the length of the road at 560 feet. Stephen recommended a staff technical review meeting to cover other department requirements. Mr. Mossman also discussed the review fees that would be required which at \$5 per linear foot plus

\$1500 would amount to almost \$4300 for review of what would basically be a driveway. He suggested a counter proposal of \$600. In response to questions from Stephen, Mr. Mossman told him the plan has a note there would be no further subdivision, the road would remain private under one ownership similar to what had been done with Bud Smith (for the Elm Street Extension). Marie suggested a homeowners agreement for the road and suggested she could provide a copy of some agreements that had been used in Princeton.

After further discussion, the PB agreed that they would support the proposal and the \$600 fee if there were no major objections from other boards at the technical review meeting. Stephen will coordinate a staff review meeting.

*7:30 p.m. - Reorganization of Planning Board officers.*

Jon asked PB members if anyone had suggestions to reorganize the board. Marie moved the Board Officers remain as is, and Board appointments remain as is. Mike seconded. The Board voted AIF.

*Marie had to leave the meeting for another engagement at this point.*

*7:33 p.m. - Debrief from Annual Town Meeting.*

The PB thanked Stephen for all his hard work on the Zoning articles which all passed at ATM.

*7:34 p.m. - Discuss Phase II of Zoning Bylaw overhaul.*

The PB will move on to Residential updates for 2017 ATM and updating the Cluster subdivision bylaw with the help of Jeff Lacy. There was discussion about road ownership and DPW buying of private road ownership.

*7:37 p.m. - Status Updates: outstanding subdivisions, earth removal permits, bonds, and ground-mounted solar projects.*

Stephen noted three outstanding earth removal permits: Bob Francis, Westminster Business Park(WBP), and Rowtier Drive. There are no changes in the bonding at WBP. Housatonic Solar has submitted their Bond for their project. Wachusett Solar is going to wait until the Town approves/hires a new Building Commissioner before proceeding further. The Brookside Farms subdivision had requested house permitting applications in February but has not returned to submit them.

*7:45 p.m. - Planner's report for April.*

BOS will sign the contract for MRPC help to determine the affordable housing that can be built as part of the Request For Proposal (RFP) for the Senior Community Center property.

*7:53 p.m. Adjourn.*

Linda made a motion to adjourn. Andrew seconded. The PB voted AIF to adjourn.

2 Pages of Minutes  
Respectfully submitted,  
Michael Fortin

7 Attachments :

- 1) Preliminary Subdivision Plan of Lots Prepared for LeBlanc Construction by Trowbridge Engineering LLC May 9, 2016. 1 page.
- 2) *Subdivision Status 5-2016.xls* Dated 5/2/2016. 1 Page.
- 3) *Summary of Bonds for Westminster Business Park.pdf* Dated 12/14/2015. 1 Page.
- 4) *Summary of Outstanding Earth Removal 2016.pdf* Dated 2/4/2016. 1 Page.
- 5) *Summary of Solar Projects March 2016.pdf* Dated 3/8/2016. 1 Page.
- 6) *Zoning Amendment Schedule.pdf* 1 page, no date.
- 7) *Planner Update April 2016.pdf* Dated April 29, 2016. 2 Pages.