

**PLANNING BOARD MEETING of January 13, 2015
Town Hall Banquet Room**

1. ADMINISTRATIVE BUSINESS:

Quorum/Attendance:

Present: Wayne Hayward, Chairman, Peter Nopper, Rene Fleurent, Jr., Jeffrey Lucas, John Farrell, Jr. and Ann Richard.

Absent: Gary Staffon and Kaisa Kripps-Holloway.

Wayne Hayward noted the meeting was being recorded and televised.

Acceptance of Minutes:

None.

Planning Board Bills:

William Roth indicated that the refunds were to the applicants of closed projects from the 89 account. There are 11 projects on the list that can be refunded.

1. Refunds to Closed Projects 89/Account - \$8,179.75

1. Eisenberg -	\$2,546.08
2. Pharmahealth -	\$41.50
3. David & Sandra Teves -	\$85.00
4. Mill Bridge Holdings, LLC -	\$21.67
5. Mary Vander Pol -	\$1,025.81
6. Opencape Corporation -	\$40.00
7. Brighton Health -	\$101.48
8. NSTAR – Charles & Laura -	\$85.92
9. IMAC Mgmt Group, Inc. -	\$2,140.45
10. On Ice Realty, Inc -	\$105.36
11. Richard Barnes -	\$1986.48

Jeffrey Lucas made a motion to refund the closed projects in the 89 Account for a total amount of \$8,179.75 and was seconded by John Farrell, Jr. The motion passed unanimously.

William Roth presented a Staples bill for \$116.67 for office supplies.

John Farrell, Jr. made a motion to pay Staples \$116.67 and was seconded by Jeffrey Lucas. The motion passed unanimously.

II CURRENT PLANNING:

Receipt of Plans:

None.

Approval of Plans:

None.

III. PUBLIC HEARING AND MEETINGS:

1. None.

IV. LONG RANGE PLANNING:

1. Master Plan Discussion

William Roth said he has given the information at the last meeting and didn't know if the Board wanted to move forward. Mr. Roth also noted that Marion was doing master plan by SRPEDD and their scope of services was almost identical to the draft of scope that SRPEDD would recommend for us.

Wayne Hayward said he was drawn to VHB document and Mr. Roth advised that SRPEDD had more detail as they were more familiar with their situation. VHB the general Master Plan sample for consideration for budgeting purposes, it can be refined. They said the fee can range upon level of public outreach and number of meetings with the Committee and/or Planning Board, but it can range between \$90,000 and \$125,000.

Wayne Hayward said he felt this Town has a lot of things on its plate right now. Capital Planning Committee, new Town Administrator and vote on eliminating the Board of Public Works. Community Preservation Committee (CPC) also has some planning direction. SRPEDD involved almost on a weekly basis and he didn't want to see some party coming in and tying up the town when they were still formulating what they are doing. Mr. Hayward felt there were key elements in the Master Plan and think should be done in-house and bring in the people that need to do the public outreach. Mr. Hayward asked if they had a good housing plan and Mr. Roth said no, they have a housing needs assessment. William Roth said regarding the data gathering that is something they would coordinate but writing a Master Plan was too much of a task for his department to undertake.

Mr. Hayward said he thought they would ask for a list of all plans done the last 5 years and Mr. Roth said he could write it out. They could also give them survey we did in '08-09 and the Open Space plan that will be done and any surveys for the Government Study Committee. (Discussion ensued.)

Jeffrey Lucas said with respect to CPC, he thought a Master plan was something CPC would follow, they were more looking at what the Town wants and tries to channel. Mr. Hayward said there seems to be some planning policies, where today each department seems to do its own thing.

Rene Fleurent asked if each Board had their own plans and wondered if their plan would be more or less the whole town or was it more about each individual agency and Mr. Hayward said that goals have to be set and there are probably some in place in different departments. Mr. Hayward explained they know the community and an outside consultant would have a fresh set of eyes.

Jeffrey Lucas agreed that doing some in-house would make it easier and thought they would have a better outcome if they could present more information. (Discussion ensued.)

Ann Richard said SRPEDD could do this and they are here and have done a lot and she agrees the Government Study Committee has done a lot of work and thought they would be willing to share. We have to decide whether we want someone out of the area or SRPEDD who is already here.

Rene Fleurent, Jr. said that SRPEDD has been instrumental to regionalize the services the towns and cities provide to their citizens at a more economical rate and they consolidate billing on line where every town needs certain things and SRPEDD consolidates those items and gets a greater discount and sees them more as a recommendation board.

Wayne Hayward said that's what they had before. They had State agencies telling them how to operate their accounts and they took local control so that wouldn't occur any more, are you willing to go back and give it up for state agency

Ann Richard said that just because they do the Master Plan, they are recommendations. They don't have to give away power. Mr. Hayward said when they come in, they rely on in-house employees and Ms. Richard said they do have community input. They have public hearings. Mr. Hayward said he didn't feel that the people, who go to meetings, didn't have an equal say.

John Farrell, Jr. said he would agree they are in a state of transition and thought it might make sense to table the Master Plan and Mr. Hayward said there are consultants you can hire.

John Farrell, Jr. I think for the amount you are talking about, it's going to have to go with RFP and saying you're concerned about SRPEDD's region, SRPEDD says they have a vision and it's going to be awarded to them and Mr. Roth said yes, you can hire them directly with no competitive bid or you can bid it.

John Farrell, Jr. said he understood the Chairman's concern, they are government funded and they are a government quasi agency and that influence could play a role and Mr. Roth said their funding is more for transportation. Mr. Roth said he wasn't going to advocate for one or the other and the question would be do you wish to move forward with a Town Meeting Article or would you like to refine it further and wait until some of the transition occurs with Town Administrator and look at refining a scope of services and an article and move forward next year. Mr. Roth felt it would take a couple of Town Meetings to get the funding. Mr. Hayward said they would have to sell it to different people and departments. Mr. Roth advised that this was outside of the Capital Planning Committee preview.

William Roth said one strategy was to list out over the next year all the different documents, Economic Development Study, Tourism Study, etc. and get a file box, assemble the documents and index it all and Mr. Hayward said he hoped that would be done already and he has no idea of all the data bases in Town. Mr. Hayward also said he was having a hard time with May, Town Meeting and didn't think they were ready to defend anything at this time. Mr. Roth advised that they would have to propose an Article by next week and the Master Plan would need to meet minimum criteria of the Commonwealth and he has outlined those items. (Discussion ensued.)

William Roth said he would gather the info, would find a place to put it and would be for the consultant they hire. We do not have the resources to do a Master Plan in-house.

Rene Fleurent, Jr. asked why not put an Article in the May Town Meeting with an estimate for the Master Plan or put it in their own budget what they would need for a Master Plan and Mr. Roth said it is a separate item dedicated for one purpose and felt it would take 2 or 3 years. Mr. Hayward said there were multiple chances to do it and asked if a number was put out at Town Meeting, how do you defend that expenditure and Mr. Lucas said you defend it by having the need for a Master Plan. (Discussion ensued.)

Ann Richard said even if they put the idea out there, it is new to her and she wasn't sure she would feel comfortable voting and thought maybe it would be better to wait.

Wayne Hayward said this will remain on agenda and keep working towards goal.

2. Auto Dealer Use – Potential Zoning Amendment.

Wayne Hayward said they have a potential zoning amendment.

Rene Fleurent, Jr. said he felt it added to keeping the neighborhoods solid some people feel it is extraneous. I think it preserves the integrity of the community. That verbiage protects communities and would like to preserve those.

William Roth said there is no Planning reason. This is a gas station. It is all encompassing.

Wayne Hayward said you can't put them within 50 feet of Residential District.

William Roth said under this code, you couldn't put it there or have a business lot that is large enough to accommodate a 50 foot setback and Mr. Fleurent, Jr. asked why was that so terrible. Mr. Roth said that he left the 50 foot setback in, but took everything else out, it was all extraneous.

Wayne Hayward said with all the service stations, if they had that requirement, how many would exist. If we do this and pass Town Meeting, this is what they would use for any auto lot who want to increase their license and Mr. Roth said they do now. They shouldn't be given a license to expand to further non-conformity.

Jeffrey Lucas said he was look at another town, talks about garages, not to include removal of engines, transmissions could be done outside in zones. Mr. Lucas said he thought we are putting oil changing as same as repair shop and it goes to the point of having multiple business zones. It is a can of worms. It's hard to change one part without it affecting other parts of the code.

William Roth said he was recommending that these uses should be a Special Permit and that is where this came from. I wanted to changed first category.

Wayne Hayward said the need that presents and he things they are all in agreement, review all licenses when they come in and said these places have been there a long time.

Wayne Hayward asked what the difference was between boat yard and boat sales.

William Roth said boatyard is under recreation, need to look at that. Mr. Roth said he would look at boatyard and was going to split out separate uses. 198-25 is more for automobile service. (Discussion ensued.)

John Farrell asked if they could strike automobile, definition, read and said he thought it would cover boats. I would like to carry that definition over to this. Also, under B every filling station, etc., that needs to include state approved containers and the like and Mr. Roth said he would take a look

Wayne Hayward said until they get that in order, they can't start adjusting things. They still have 198-27-F, even if we make it a Special Permit, we are looking at conflicting language.

William Roth said 198-25 is strictly for auto service. It is all under one, auto sales, boat rental and service, lumped in one use category and 198-16 is use category; 198-25 is the implementation and also 198-27-F.

John Farrell, Jr. said they could put the actual number of vehicles on the license and Mr. Roth said yes.

Wayne Hayward said that will stay on the agenda.

V. CORRESPONDENCE:

None.

VI. OTHER BUSINESS:

1. Review Planning board FY2016 Budget

William Roth presented the draft budget, which added the 1% increase in the the salary, Purchases and services remains the same, supplies remains the same and other charges and expenses increased. It used to be \$625 and I recommended increasing it to cover the SERPDD Annual meeting to fund attendance of 3 members at the CPTC conference and 5 members to the individual CPTC workshops.

Wayne Hayward said they will keep a real good eye on salary portion. (Discussion ensued.)

Jeff Lucas made a motion to accept and approve the budget and was seconded by Rene Fleurent, Jr. The motion passed unanimously.

Jeff Lucas made a motion to adjourn and was seconded by Rene Fleurent, Jr. The motion passed unanimously. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Tracy White
Recording Secretary