

PLANNING BOARD MINUTES

February 24, 2014

Call The Meeting to Order

Chairman Vincent Spada called the meeting to order at 7:05 P.M. in the new Town Hall Auditorium. Present at the meeting were Robert Fowler, David Plunkett, Stephen Johnson, Nancy Reed, Director of Community Development Steve Sadwick and Recording Secretary Dawn Cathcart.

(A) Approval of Minutes – January 27, 2014 and February 10, 2014

MOTION - Mrs. Reed made a motion to approve the Planning Board minutes of January 27, 2014 and February 10, 2014 as submitted. The motion was seconded by Mr. Johnson and unanimously voted 5-0.

(B) Committee Reports/Administrative Actions

(B1) Zoning Bylaw Subcommittee

Mr. Sadwick stated the subcommittee will be meeting tonight immediately following the Planning Board meeting. Mr. Sadwick provided copies of the three Planning Board sponsored articles and four that have been submitted by private citizens. The Zoning Bylaw Subcommittee has seen three out of the four private articles.

Mr. Sadwick stated that we discussed breaking up the Heavy Industrial zones. The Planning Board wanted the applicant to submit the change for the Washington Street area to be designated as HI-1. They have submitted a map and the HI-1 zone only goes out to the railroad tracks thus leaving the parcel along Main Street out of the HI-1 zone.

Mr. Sadwick stated that the article from Attorney Scarano applies the CVOD onto four parcels. Several different maps have been submitted and it is very confusing. He will talk with Town Counsel to see if we can insert a GIS map for clarity.

(B2) Master Plan

Mr. Sadwick stated that he hopes to have a draft RFP for the next meeting.

Mrs. Reed stated that at the last CPC meeting, they set aside funds for the Master Plan administration in the amount of \$30,000 to include Open Space, Housing and Recreation. We need to do more to raise the additional funding with the Town Manager, Finance Committee and our funds.

(B3) Committee Reports

Mr. Johnson stated that the Town Center Committee met for the first time tonight.

Mrs. Reed stated that the CPC will be submitting an article for additional funding for the Town Hall renovations. The original amount was \$6.1 Million and she believes it will be closer to \$7 Million. The estimates are four years old and now there is a need for a Project Manager and new vault costs. Mr. Fowler asked if this can go out to bid without all the money in place. Mrs. Reed stated that we would need to check with the Town Manager. They already have the majority of the fund and the bids could come in lower. Mr. Sadwick stated that we could go out to bid and if the costs are more than what we have, we can hold the award letter until all the funding is in place.

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(B4) 1693 Shawsheen Street, MDR As-Built and Bond Release

Jason Walker from MDR appeared for the As-Built and bond release for 1693 Shawsheen Street.

Mr. Sadwick provided copies of the as-built and letter from Joseph Giuliano, Project Manager.

Mr. Sadwick stated that Mr. Giuliano and Mr. Walker met in the field today and all issues have been addressed and he recommended releasing the bond.

Mrs. Reed stated that there is a trailer out front that should be moved. We issued a waiver for the front parking and she is not sure that trailer is even allowed by zoning. Mr. Walker stated that he would see to moving it.

MOTION - Mr. Fowler made a motion to accept the recommendations from Mr. Giuliano and accept the as-built for 1693 Shawsheen Street and release the bond. The motion was seconded by Mr. Johnson and unanimously voted 5-0.

Old Business

There is no old business.

New Business

There is no new business.

Director's Report

There is no Director's Report.

Adjournment

MOTION - Mr. Johnson made a motion to adjourn the meeting at 7:20 PM. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

Approved: 3/10/14

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List of documents for 2/24/14 Agenda

Documents can be located at the Community Development Office

- A. 7:00** Approval of Minutes – January 27, 2014 and February 10, 2014
- B. 7:00** Committee Reports/Administrative Actions
- 1- Zoning Bylaw Subcommittee
 - a. Copy of Planning Board Articles
 - i. Medical Marijuana
 - ii. Multiple Family Dwellings
 - iii. Floodplain District
 - b. Copy of Private Citizen Articles
 - i. CVOD, North Street – Robert Scarano
 - ii. Accessory Motor Vehicle Rental and Leasing –Kenneth Mackey
 - iii. Motor Vehicle General and Body Repair Services – Dennis Sheehan
 - iv. Family Suite – Rick O’Neill
 - 2- Master Plan
 - 3- Committee Reports
 - 4- 1693 Shawsheen Street, MDR
- As Built/Bond Release
- As Built Plan dated 1/31/14 prepared by James Herrick.
 - Review memo dated 2/11/14 from DPW Project Manager.