

STERLING PLANNING BOARD MINUTES – July 19, 2017

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**Present:** John Santoro ~ Chairman  
Russ Philpot ~ ANR Agent  
David Shapiro ~ Clerk  
Betty Kazan ~ Administrative Assistant

**Absent:** Michael Pineo ~ Vice Chair & E.D.C. Member

Mr. Santoro called the meeting to order at 7:00 P.M. in Room 202 of the Butterick Building.

### Minutes

Mr. Santoro moved that the Board approve minutes for June 19, 2017. Mr. Philpot seconded the motion. The motion passed with two in favor and one abstain (Mr. Shapiro was not in attendance at this meeting.).

Mr. Shapiro moved that the Board approve minutes for June 28, 2017 as amended. Mr. Santoro seconded the motion. The motion passed unanimously.

### Warrants

Board Members reviewed a warrant for payroll. Board Members signed warrants for KP Law, \$857.50 (Primrose Lane), Wolters Kluwer \$260.98 and Registry of Deeds \$75.00 (Rescind Primrose Lane) (Note: Mr. Shapiro agreed to take care of picking up the check at the Treasurer's office and bringing it to the Registry of Deeds for filing the rescind documents on Primrose Lane.).

### 148 Pratts Junction ~ John Wentzell

John Wentzell owner of Pratt's Junction Road Realty, LLC was on hand to discuss whether a Site Plan Review for 148 Pratts Junction Road, Assessor's Map 67, Lot 10 would be required. Mr. Wentzell explained that the facility would be leased by Ryder Truck and would be used for maintenance of long term lease vehicles. Servicing would be from five to ten trucks per day.

Mr. Santoro stated he would like to see information on the hours of operation, use of building, type of activity and type of vehicles. Mr. Wentzell stated this would be a repair facility for mainly diesel trucks, tractor trailers could be also coming into this facility if they are repairing the trailer. Also there will be no storage of fuel on the premises.

Mr. Scott Maranian of Ryder Truck Company was also on hand to answer any questions the Board might have. Mr. Maranian confirmed that there were no proposed physical changes to the present building or property. He further stated that if they decide to do any changes, they will come back to the Board for a modification.

Mr. Wentzel stated that the present use of the building was a welding and fabrication operation for the repair and building of cranes. Mr. Wentzel stated that the building is approximately 10,900 SF including the upstairs. Mr. Philpot stated that this may trigger a Site Plan review. Mr. Philpot explained that if there is a change of use over 500 feet it would require a site plan review by this Board. Mr. Wentzel explained that this was a trucking facility in the past and thought it might not be required.

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Mr. Philpot referred Mr. Wentzell to the Town of Sterling Protective By Laws, Page 9 which is the table of principal uses. Mr. Philpot referred to Number 22 which he thought would pertain to their use; Motor vehicle repair or body shop, as it turns out that is an allowed use. Mr. Philpot stated he does not know how to categorize the present use regarding cranes.

Mr. Philpot explained that the Zoning Enforcement Officer would be the one to determine whether or not a Site Plan Review is required.

The Board suggested that Mr. Wentzel and Mr. Maranian have a conversation with the Zoning Enforcement Officer Sarah Culgin.

Mr. Philpot inquired as to why Ryder chose Sterling. Mr. Maranian stated that they were looking for a facility that could accommodate clearance of large truck (fourteen feet high), Town water, Town sewer, and easy access to and from the highway.

Selectmen John Kilcoyne stated that Mass DOT just announced that they would be making significant changes to this section of Pratts Junction Road (Route 12). There is no date set at present but they plan on improving the site lines and change the intersection. There was a list that Mass DOT provided to the DPW and Police. Mr. Kilcoyne stated he would keep everyone posted.

Building Commissioner re: 180 Pratts Junction Rd.

Mr. Santoro stated that Ms. Culgin was not available to meet with the Board at tonight's meeting. In addition to questions Ms. Culgin had regarding 180 Pratts Junction Road, the Board also wanted to discuss the 90 Day Certificate of Occupancy that she had issued on July 10, 2017.

Mr. Santoro also mentioned that the Board would like to discuss the Zoning violation at 1 Primrose Lane and Ms. Culgin's July 7, 2017 letter to Mr. & Mrs. Charette regarding this violation.

Mr. Philpot stated he would reserve his comments until Ms. Culgin attends a Planning Board meeting. Mr. Philpot recalled when Ms. Culgin was interviewed by BOS she agreed that she would attend Board meetings. Notwithstanding the snafu of the Planning Boards posting of July 12th's meeting, there seems to be some sort of resistance of Ms. Culgin wanting to come to a Planning Board meeting. Mr. Philpot stated that perhaps the Board of Selectmen could clarify her responsibility. Mr. Kilcoyne agreed.

Mr. Santoro reiterated that the Board needs to have Ms. Culgin meet with them to discuss communication and coordination issues.

140 Pratts Junction Update ~ Joseph Spinelli

Mr. Spinelli was on hand to update the Board on the 140 Pratts Junction project.

Mr. Santoro expressed concern about some 'junk' still on the property.

Mr. Spinelli stated that they moved up the laying of paving (second entrance) for tomorrow. The privacy screen has been installed on the fencing and there are more plantings than approved by

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the plan. Additional grass plantings will occur in September. The way the original plan was constructed it would not allow for vehicles to take a left turn and go out near Pratts Junction Road due to the telephone pole.

Mr. Philpot stated they this Board expects Mr. Spinelli to follow the specifications of the approved plan. If Mr. Spinelli wants to make changes to the approved plan he should come before the Board with a Site Plan Modification. Mr. Spinelli confirmed he would follow the approved plan.

Mr. Spinelli would like to get the pole resolved with the light company. He will then come back to the Board for a Site Plan modification if he is going to do any changes to the approved Site Plan.

Mr. Spinelli would like to have the paving complete by October. He will be talking to the Light Board and get back to the Planning Board in September.

### **Administrative Assistant's Reports/Notices**

#### **Letter of Appreciation**

The Board signed a letter thanking former Planning Board Member Charles Hajdu for his dedicated years of service on the Planning Board.

#### **Discuss Procedures for Board Vacancy**

The Town Clerk confirmed the following; 'Both the Selectmen and a majority of remaining Planning Board members must meet to vote another member. That person will serve until the next scheduled Town Election (May 14, 2018). Then if he/she chooses, they can run for that office for the balance of the years left on that seat.'

Ms. Kazan asked if the Board wanted to publicly announce this and/or put it on the website. The Board agreed to reach out to people in the community.

Mr. Philpot stated that there is no Town policy on Board Vacancies. He did think it would be a good idea to post a notice on the Town website. The Board will draft a notice and work with Kama to post on the website.

#### **ANR Procedures & set date for Public Hearing**

The Board agreed to postpone further discussion until their next meeting.

#### **Review Fees**

The Board agreed to postpone further discussion until their next meeting.

#### **Discuss Fees and Performance Bonds**

The Board agreed to postpone further discussion until their next meeting.

#### **Town Planner**

The Board agreed to put this topic as an agenda item for their next meeting.

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### **July 26, 2017 Planning Board Meeting**

Mr. Santoro moved that the Board cancel their July 26, 2017 meeting. Mr. Philpot seconded the motion. The motion passed unanimously. The next meeting will be August 9, 2017.

### **8:59 P.M. MOTION TO ADJOURN**

Mr. Philpot moved that the Board adjourn. Mr. Santoro seconded the motion. The motion passed unanimously.

### **APPROVED BY:**

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