# Final STERLING PLANNING BOARD MINUTES – May 25, 2016

Present:	John Santoro ~ Chairman Michael Pineo ~ Clerk David Shapiro ~ Member Betty Kazan ~ Administrative Assistant
Absent:	Charles Hajdu ~ Vice Chairman Russ Philpot ~ ANR Agent

Mr. Santoro called the meeting to order at 7:08 PM in Room 202 of the Butterick Building.

## **Minutes**

Mr. Pineo moved that the Board approve the minutes for May 5, 2016 as printed. Mr. Santoro seconded the motion. The motion passed with two in favor and one abstain (Mr. Shapiro was not elected to the Board at this time.).

Mr. Pineo moved that the Board approve the minutes for May 11, 2016 as printed. Mr. Shapiro seconded the motion. The motion passed unanimously.

#### DISCUSSIONS/REPORTS/FYI Public Forum ~ EDC

Mr. Santoro announced that the Economic Development Committee will hold a public forum on Thursday, June 2, 1026 at 6 p.m. at the Chocksett Middle School Cafeteria. The interactive discussions will be on improving and expanding economic development in Sterling along Route 12.

## MRPC Economic Impact of Devens

MRPC is looking to form a team of professionals to gather, analyze and report-out on a significant amount of information related to the economic impact of Devens.

# Chairman's Report/Notices

## **Board Meetings**

The Board agreed to keep the schedule of meetings on the second and last Wednesdays of each month unless a meeting was not warranted. Mr. Shapiro mentioned that he would not be able to attend the July 13<sup>th</sup> or August 10<sup>th</sup> meetings.

## **Rafferty Aluminum Site Plan Review Approval**

Mr. Pineo moved that the Board release the approval letter for Rafferty Aluminum as the Conservation Commission has approved a Stormwater Permit and would be issuing the permit at their next meeting scheduled for June 7, 2016. Mr. Santoro seconded the motion. The motion passed with two in favor and one abstain (Mr. Shapiro was not on the Board.).

## Administrative Assistant's Report/Notices

## **Contractor's Bond**

Ms. Kazan informed the Board that she had done some research based on the request of the Board at their last meeting and confirmed that the Building Department and Board of Health do not require applicants to have a Contractor's Bond.

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#### **Application for Residential Building Permit**

Ms. Kazan also confirmed with the Building Department that the Planning Board is not required to sign off on their Application for Residential Building Permit. The Board asked her to speak with the Building Department Secretary and see if she could figure out when the Planning Board sign off was removed from the application and who may have authorized this.

## June 6<sup>th</sup> Office Hours

Mr. Kazan informed the Board that she would be arriving at work around 11 am on Monday, June 6, 2016. A notice will be posted on the office door.

#### Draft Agenda

The Board agreed to try the draft agenda with revisions at their next meeting.

#### Invoices

Board members signed Vouchers for B. Kazan (Office supplies), WB Mason (Office supplies), and Haley & Ward (Cider Hill Estates).

<u>Site Plan Review</u> ~ Discussion regarding an email from Attorney Brodeur and ZBA Notice of Continuation and ZBA memo for Sterling Real Estate Development Co., Inc., James Simpson & Sholan Homes, Inc., Assessor's Map 91, Lot 53 (43 Redstone Hill) & Assessor's Map 91 Lot 30 (Off Redstone Hill Road).

Mr. Santoro moved that the discussion be tabled until the next scheduled meeting of June 8<sup>th</sup> at which time there would be a quorum of the previous Board members who participated in the site review process. Mr. Pineo seconded the motion. The motion passed with two in favor and one abstain (Mr. Shapiro was not on the Board at this time.).

#### **NOTICES FROM OTHER TOWNS**

Notices from other Towns were made available for review and were passed on to the Zoning Board of Appeals.

#### Prime Wellness ~ Medical Marijuana 32 Chocksett Road

Ms. Kazan explained that Mr. John Glowik of Prime Wellness Centers had stopped by the office to inquire as to whether there were any permit requirements for the installation of a 20' by 10' concrete pad to house an emergency generator. He also explained that this facility would be strictly a growing facility and that there were no changes to the exterior of the building other than the concrete pad.

The Board asked Ms. Kazan to email the Town Administrator and ask if the BOS voted to move forward on this project.

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#### 9:12 P.M. MOTION TO ADJOURN

Mr. Shapiro moved that the Board adjourn. Mr. Pineo seconded the motion. The motion passed unanimously.

## **APPROVED BY:**

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