

STERLING PLANNING BOARD MEETING MINUTES
May 27, 2015

Present: Kenneth Williams– Chairman, Clerk
John Santoro – Vice-Chairman
Michael Pineo – MRPC Rep.
Russell Philpot – ANR Agent & Earth Removal Committee Rep.
Betty Kazan – Administrative Assistant

Absent: Charles Hajdu - member

Chairman Williams called the meeting to order at 7:03 PM in Room 202 of the Butterick Building.

ANR

There were no ANRS.

MINUTES

Mr. Pineo moved that the Board approve the minutes for May 13, 2015 as corrected. Mr. Santoro seconded the motion. The motion passed three in favor, one abstained (Mr. Philpot was not in attendance).

DISCUSSIONS/REPORTS/FYI

Welcome New Member

Mr. Williams welcomed the newest member to the Planning Board Russell Philpot.

Planning Board Nominations

Mr. Williams moved that the Board nominate Mike Pineo as MRPC Primary Representative for the Sterling Planning Board (Selectmen Representative is Alternate). Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Williams moved that the Board nominate Mike Pineo as MRPC Joint Transportation Alternate Representative for the Sterling Planning Board (Selectmen Representative is Primary). Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Williams moved that the Board nominate Russ Philpot as ANR Agent to the Sterling Planning Board. Mr. Pineo seconded the motion. The motion passed unanimously.

Mr. Williams moved that the Board nominate Russ Philpot as Earth Removal Planning Board Representative. Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Philpot moved that the Board nominate John Santoro to continue in his present role as Vice-Chairman to the Sterling Planning Board. Mr. Pineo seconded the motion. The motion passed unanimously.

Final

Mr. Philpot moved that the Board nominate Ken Williams to continue in his present role as Chairman to the Sterling Planning Board. Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Philpot moved that the Board nominate Ken Williams to continue in his present role as Clerk to the Sterling Planning Board. Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Philpot moved that the Board nominate Ken Williams continue as the alternate ANR Agent to the Sterling Planning Board. Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Philpot moved that the Board nominate Ken Williams as Earth Removal Planning Board Alternate Representative. Mr. Santoro seconded the motion. The motion passed unanimously.

STERLING ZBA

There were no documents from the Zoning Board of Appeals.

CHAIRMAN'S REPORT/NOTICES

There was no Chairman's report.

NEW BUSINESS

Wesley Flis, Whitman & Bingham Associates, LLC. and Vincent J. Campobasso were on hand to inquire as to how the Planning Board would like to handle a minor modification to the site plan for Rock Breakers on Chocksett Road which had been previously approved by the Planning Board on October 29, 2014.

Mr. Flis indicated that the applicant is looking to build in phases and there would be revisions to the layout of the buildings. This would be accomplished by changing the layout to accommodate more distribution area and less warehouse area. The approved site plan was for 100,000 square feet for the warehouse area and 27,000 square feet for the distribution area. The new proposed layout is for approximately 70,000 square feet for the warehouse area and 47,000 square feet for the distribution area.

The Board agreed to schedule the site modification review at their next meeting on June 10, 2015 at 7:30 p.m. The Board requested that they submit copies of the revised plans along with the original plans, a base fee of \$200, and explain exactly what they will be doing.

CHAIRMAN'S REPORT/NOTICES

Mr. William mentioned that the Planning Board was copied regarding a letter dated May 26, 2015 in which the Board of Selectmen invited the Earth Removal Board, developer and abutters to attend their next meeting to discuss the concerns of one of the abutters (Mr. Belair) of the 38 Clinton Road development project.

Final

Mr. Williams told the Board that he spoke with the Town Administrator Mike Szlosek regarding this letter. Mr. Szlosek requested that the Planning Board appoint a representative to the Earth Removal Board at their meeting tonight. Mr. Szlosek thought the next Board of Selectmen meeting might be scheduled for Monday, June 1, 2015.

Mr. Williams thought the Earth Removal Board By Laws might have to change and the charter become one of the other Board's responsibility. Mr. Philpot's opinion was the Earth Removal Board should be absorbed by either the Board of Selectmen or the Planning Board. Mr. Williams felt the Conservation Commission would be the logical Board as they handle a lot of the same functions as the Earth Removal Board. In addition, they have a part time professional agent who can keep track of things. Mr. Philpot stated the By Laws would have to change and the final decision as to who takes over for the Earth Removal Board rests with the voters at a town meeting. Mr. Philpot's opinion was that it seems sensible from a customer service perspective that the Planning Board take over the responsibilities of the Earth Removal Board. Mr. Philpot suggested a review of the permits issued to see what the history shows regarding which Board(s) the applicant went through for an Earth Removal permit. Mr. Williams stated that in all the years he has been on the Planning Board, there has been very little involvement with Earth Removal permits.

Mr. Santoro indicated that he has received telephone calls from non abutters questioning the earth removal at 38 Clinton Road.

Mr. Philpot stated that due to the lack of members on the Earth Removal Board, they should try to start recruiting an at-large-citizen and a Conservation Commission Representative.

ADMINISTRATIVE ASSISTANT'S REPORT/NOTICES

Worcester Registry of Deeds

Board members signed the updated Worcester Registry of Deeds document for Fiscal Year 2016. ANR Agent signatures were also completed with Russ Philpot as the primary and Ken Williams as the alternate signature.

Reserve Fund Transfer Request (Payroll)

Ms. Kazan explained to the Board that after speaking with the Town Accountant, he suggested that the Board submit a 'Reserve Fund Transfer Request' in the amount of \$605 to the Finance Committee to cover the cost of a non-budgeted FY15 payroll expense for vacation and sick time due former Administrative Assistant Lucinda Oates.

Mr. Pineo moved that the Board authorize the Chairman to sign a Reserve Fund Transfer Request in the amount of \$605 to cover payroll expenses. Mr. Philpot seconded the motion. The motion passed unanimously.

MAIL

Miscellaneous mail was reviewed.

NOTICES FROM OTHER TOWNS

There were notices from other towns.

PAYROLL

The Board members signed payroll for Betty Kazan.

8:36 P.M. ADJOURNMENT

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

The next regularly scheduled Planning Board Meeting is June 10, 2015 at 7:00 PM.

APPROVED BY:

