

**STERLING PLANNING BOARD
MEETING MINUTES**

August 29, 2012 – Rm. 202 Butterick Bldg.

Present: Ronald Pichierri – Chairman, ANR Agent
Michael Radzicki – Vice Chairman, MRPC Rep.
Kenneth Williams – Clerk
Charles Hajdu - Member
John Santoro - Member
Lucinda Oates – Administrative Assistant

Chairman Pichierri calls the meeting to order at 7:05 PM.

The Planning Board welcomed new administrator assistant Lucinda Oates to the board.

There were no ANR's.

First Order of Business: Minutes

Motion: Ken Williams

Second: John Santoro

Motion made to approve July 25, 2012 minutes with no corrections, there was no further discussion, all in favor motion carried.

Laddawn Plant Expansion / Initial Submission of Plan

Patrick McCarty presenting McCarty Associates introduced Randy Kinnear, Laddawn Inc., and Mike Thayer Vantage Builders, Inc. It was noted and the applicant agreed that this is not starting the review of the project. McCarty agreed that there was a missing part of the submission that being a check in the amount of two thousand dollars for review fees. McCarty also did not have a completed drawing distribution sign off sheet for the board. All boards were given copies of the plans with the exception of Conservation Commission with whom the applicant filed an NOI. The applicant was made aware of problems in the past when the various boards in town were not aware of projects, due to the fact of not being noticed with copies of the proposed work to be done.

Chairman Pichierri queried the board as to their thoughts on continuing with the site plan review at the present meeting as all members were present. It was agreed that McCarty could continue with his presentation and that no vote would be taken at this meeting.

Due to time constraints and the agenda listing the Senior Center at 7:30pm, McCarthy agreed to continue his presentation after the senior center committee completed their business.

Senior Center Building Committee Preliminary ANR input/discussion

The committee was introduced with Maureen Cranson, Weymouth Whitney and Richard Maki present along with Whitman & Bingham registered engineer Jamie Rheault. Input was requested from the Planning Board with every other board in town already being presented the plan. The committee is attempting to move the project along so that they can get the architect onboard with pricing on the project and bringing it to town meeting for a vote. The conceptual plan was submitted which was different than the one that was previously submitted to the board. Mike Radzicki asked the committee about what the police chief had to say about two curb cuts by a school and an intersection and was wondering what the committee recommends being done about traffic flow. At this point the police chief does not see this as a problem but once the committee is at the point with the actual design then a traffic study would be done and suggest exactly where the entrances and exits would be located. Chairman Pichierri was surprised that the police chief was not involved at this point in time. Maureen Cranson said that police and fire chief would review the plan once it was at its final stages.

The town clerk was also interested in using the new facility for voting purposes. Chairman Pichierri said that if the senior center was going to allow and accommodate voting there is going to be a major turmoil there because of the parking situation and possibly a connector between the lots should be done with some investigation before the committee goes about the access to Muddy Pond Road. Chairman Pichierri also said that there should be some sort of study done on the access to Muddy Pond Road. Maureen said that she would ask the police chief again for input on this access.

Whitman & Bingham Engineer Jamie Rheault took the floor and addressed parking at the proposed site. He stated that they have a program that works whether it has one or two accesses. Whether they have 125 or 150 people it works, whether they have access to the school or not it works, so when it comes right down to it, when they move forward to the definitive plans, they have options of how they can do this.

It was stated by Chairman Pichierri that one option coming from a study by the board should say there shall be no cut on Muddy Pond Road that is one of the inputs we should be giving them. If both the police chief and the planning board feel that the intersection is dangerous why would the architect get involved in something that is not even safe? Jamie Rheault stated that the architect will review the input and evaluate what has been done and come to the board on a conceptual level before they start to design this project. They will have to evaluate options that have not been brought up at this point, based on rules and regulations and a traffic study. After hearing and discussion they will design the best project that everyone can live with. It will be a process that involves many parts with septic design, aquifer feasibility, traffic study, etc but one that will work.

Mike Radzicki stated that he wanted Rheault to hear the sort of things that the board will be concerned about, to take note of them, and bring these items back to the architect.

Laddawn Plant Expansion / Initial Submission of Plan

McCarty has been hired by Vantage Builders, of Waltham to prepare site plans for the proposed expansion of Laddawn facility located at 2 Northeast Boulevard in Sterling, MA. The proposed project includes the construction of a 33,446 square foot warehouse addition to the existing building and construction of a parking field to replace the field displaced by the addition plus provide the additional 16 spaces required by the Protective By-Law. In addition a variance from the BOH with respect to impervious areas will be required as the project will rendered 52.2% of the site as impervious area. The project will also require an Order of Conditions from ConCom for work within the 100-foot buffer zone of a bordering wetland and within the 200-foot outer riparian zone of an unnamed perennial stream.

The proposed drainage collection system has been designed to utilize drainage (overland flow) as the primary method of conveying storm water runoff to the proposed infiltration basins. Runoff will sheet flow to proposed drainage swales along the edges of pavement and will be conveyed to sediment fore bays incorporated in the infiltration basin designs.

The warehouse that they are adding is strictly that, warehouse storage only and no new employees will be hired.

At the next meeting with the Planning Board, McCarty will have the response from BOH and the outcome from the NOI with ConCom.

Chairman Pichierri was concerned with lighting and if there will be additional lighting. Currently there is no site lighting and the general contractor will probably have wall packs directed to the road. The existing layout is drive isle back to back parking with another drive isle so that everything is being pulled in to make the section as narrow as possible according to the regulation. Street lighting is provided by pole and will be brighter once the ULD lighting is installed. The warehouse is a twenty-four/ seven operation and lighting is important. The building height is at 36 feet which is in line with the town's regulation. The landscape will continue with what is present with the exception of the disturbed areas involving construction that will be reseeded as new lawn.

Chairman Pichierri said that the town was very happy to have the company located in Sterling and that has been shown by the board's cooperation with Laddawn in the past.

Scott Miller will be contacted concerning possible review of the proposal.

Planning Board review will continue at 8:00 PM, September 12th.

Hannigan Engineering Sterling Ice Cream Bar

William Hannigan asked to be present at the meeting to update the Planning Board on the Sterling Ice Cream Bar project. Hannigan provided a pdf of the site plan modifications with the changes proposed delineated in red. Some of the changes had already happened, but most are part of the review presented to the board. Much of the work done was not witnessed by Hannigan and he was relying on verbal descriptions of what the contractor did for the review.

Specifically, when the contractor was working on the site he discovered that the original concrete pad for the dumpster was covered over with loam. He exposed it and it made sense to reuse it versus removing and pouring a new pad in the original location. For the propane tank he expanded the pad towards the rear of the lot. Additionally the contractor also found a drain pipe that was collapsed and he repaired it, adding a small catchbasin behind the dumpster pad.

During the construction process the contractor went much further into the site and disturbed more area than was depicted on the plans. As part of this, additional wetlands were altered. These sites were reviewed with ConCom and they approved the changes that are being made as field changes and noted the updated plans will be presented to the board with final plans being provided to the Commission Agent for filing.

With the dumpster pad being in a different location, the parking area at the rear of the site has been altered to provide 90 degree parking and allow access to the dumpster. This parking area is still intended to be for employees so access to the dumpster should not be an issue. It was also noted that the proposed post and rail fence location remains the same to restrict access to the rear of the lot. This parking area has been increased from 6 to 9 spaces. As a result the number of total spaces on the project exceeds 50 and another handicap parking space is therefore required. The area of the parking where the handicap parking is located has been modified to add an additional space and provide foot access to the building. The sidewalk in this area has already been constructed and was constructed at a constant elevation. The pavement will need to be flush along the concrete and wheel stops will be required for the parking spaces in this area. The remainder of the parking will have bituminous curb and not require curb stops.

One other change was the location of the replication area. Since the area towards the rear of the site was altered, it did not make sense to remove vegetation to put the replication area in the originally proposed location. The replication area has been relocated to the rear of the property. Conservation has also asked that some sort of immovable barrier be placed along the back side of the post and rail fence and using boulders was discussed. Due to the changes Hannigan felt he should appear before the various boards to bring them up to date.

Hannigan left four full size plans and four plans for ConCom. Hannigan asked that the Planning Board accept the revised plan as the plan of record for the project. Hannigan also requested that the Planning Board stamp the revised plan as approved by the board with signatures.

Motion: Mike Radzicki

Second: Ronald Pichierri

Motion made that the updated revision will become the plan of record for the Sterling Ice Cream Bar project. Friendly amendment to the motion to add the details: site redevelopment plans for Sterling Ice Cream Bar, 167 Clinton Road, Sterling, MA. January 18, 2012 revision to the August 15, 2012 owner / applicant Konstadinos Katsiaunis 167 Clinton Road, Sterling, Ma. Engineer surveyor Hannigan Engineering, Inc., 8 Monument Square, Leominster, MA. 01453 telephone 978-934-1234, will become plan of record. There was no further discussion from the board members and all members voted in favor of the motion, motion carried.

The board stamped and signed four copies of the revised plan.

Discussion/Report/FYI

Solar Project / Jewett Road

Ken Williams updated the board on the solar project after talking to Curtin about what had been done. They paved along the edge along the existing pavement with regards to the restriction placed by DCR that no further paving on the lot be done. Ken asked that all the information be written down and forwarded to the board in the form of an email. As of this date no email has been received. The project was to be completed by the end of July.

BOS Liaison for FY13

Liaison for Planning Board is Brian Patacchiola. It was suggested that he be invited to a meeting. Lucinda will check with Town Administrator Terri Ackerman to straighten it out.

Twin Oaks Foreclosure Notice

Ken Williams informed the board that Twin Oaks would go up for foreclosure sale at 1:00 pm August 30, 2012. It has been for sale a number of times and each time the owner has paid up. Ken will be present for the foreclosure sale.

Zoning Board of Appeals

ZBA voted unanimous to re-institutionalize the Sterling Inn and didn't require any variances or Special Permits to be issued and they think that it is legal and that is the ZBA and it is not the Planning Board responsibility. There was also an appeal of the order of decision of the zoning and enforcement officer.

Administrative Report

Administrative Assistant Lucinda Oates requested the board approve a change in office hours.

Requested hours are as follows:

Non-meeting weeks

Monday 9:00 am – 4:00 pm **Posted**

Tuesday 9:00 am – 4:00 pm **Posted**

Wednesday 3:00 pm – 5:00 PM **Posted**

Meeting weeks (second and last week of month)

Monday 9:00 am – 4:00 pm **Posted**

Tuesday 9:00 am – 4:00 pm **Posted**

Wednesday 3:00 pm – until end of meeting **Posted**

Thursday 8:30 am – 12 noon

Motion: Mike Radzicki

Second: Ronald Pichierri

Motion made to approve office hours as presented by Administrative Assistant, no further discussion, all in favor, motion carried.

Charles Hajdu suggested that phone numbers be provided on the web site for the chairman along with planning board clerk phone number. Lucinda will update the web site with Karen Pare' (IT person) with new office hours and updates on phone numbers.

Mike Radzicki suggested that forms needed for Planning Board business be updated on the web site.

Administrative Assistant notified the board of upcoming vacation week in April 2013. Chairman Pichierri saw no problem just to let the board know the exact date in January 2013 to plan in regards to meeting dates for April 2013.

Mail

Mail was reviewed and placed in file folder on desk for members to read at their leisure.

Notices from Other Towns

Notices received from other (abutting towns) were reviewed and will be forwarded to the ZBA.

Invoices and Payroll

Homestead Lane review fee of \$417.02 was approved for Haley and Ward, Inc. Classified ad for job posting with Worcester Telegram and Gazette was approved for \$290.68.

Payroll invoice was approved and signed for administrative assistant.

Misc Business

Mike Radzicki will not be present at the September 12th board meeting..

Chairman requested that an email be sent to William Hannigan regarding the layout of paving spaces. It was noticed that the new paving, according to the revision, is located over the grease trap and septic tank. The email will request a response regarding this situation.

Motion: Mike Radzicki

Second: Charles Hajdu

Motion made to close meeting. There was no further discussion, meeting adjourned at 9:29 PM.

The next regularly scheduled Planning Board Meeting is September 12, 2012, at 7:00 pm.

Approved By:

