

Final

**STERLING PLANNING BOARD
MEETING MINUTES**

March 11, 2015

– Rm. 202 Butterick Bldg.

Present: Kenneth Williams– Chairman, Clerk
John Santoro – Vice - Chairman
Ron Pichierri – ANR Agent
Michael Pineo – MJTC Rep.
Lucinda Oates – Administrative Assistant

Absent: Charles Hajdu – Member

Chairman Williams calls the meeting to order at 6:30 PM.

Interviews

Five candidates were interviewed for the Administrative Assistant position.

ANR's.

There are no ANR's

James Patten Road

At 7:50 pm, Tara Leger, James Patten Road, off of Redstone Road, attended the meeting to inquire about the possibility of upgrading her road from private to a town approved public road. The Board informed Ms. Leger that it would require a town vote to approve the change to a public road. A signed petition from the residents of the road would be necessary that showed they are in agreement with the change. The road would need to be brought to town standards before it could be considered to be accepted as a public road, this expense would be the responsibility of the residents of James Patten Road.

Site Plan Review / 116 Pratts Junction Road
Graz Engineering

Paul Grasewicz responded to Scott Miller's review comments, went to Conservation Commission and received the storm water permit and the negative determination and added another sheet to the original plans creating more details, building evaluations, doors and light locations were added.

The following was received from Graz Engineering, LLC in response to Haley & Ward comments in a letter dated 2/9/15.

Dear Board Members:

This letter addresses the Haley & Ward comments in their letter dated 2/9/15.

Sterling Planning Board Minutes, March 11, 2015

Page 1 of 5

Final

- 1) A note has been added on sheet 5 of 6 regarding the fire protection and testing requirements as specified in the review letter.
- 2) Architectural building elevations have been added on sheet 6 of 6. The locations of the doors have also been added on the plan view, sheet -3.
- 3) The water service size has been clarified as 2" diameter.
- 4) The north and south access drive swales have been revised to have a clay liner up to the 100 year flow elevation to preclude exfiltration. A detail has been added on sheet 6 of 6 and the enclosed post-development site hydrology analysis has been adjusted to allow for no exfiltration.
- 5) The enclosed post-development site hydrology analysis has been revised to model each trench as a pond with an overflow weir as it becomes full. The hydrology summary included in the original report is not affected by these minor adjustments.
- 6) The landscaping requirements of Bylaw 3.2.6 are not applicable as we are surrounded by industrial lots and the number of parking spaces is less than 10. We have, however, added some deciduous tree plantings on the south side of the pavement to incorporate shade/cooling as the trees mature.
- 7) Note -6 on sheet 5 of 6 has been revised to clarify the property use restrictions.

Correspondence was received from various boards and read into the record.

The DPW Board has reviewed the site plan for 116 Pratts Junction Road at its most recent Board meeting. There were no comments or concerns with it.

Bill Tuttle

Superintendent

Town of Sterling DPW

The Fire Department has no concerns above what has already been stated.

Lt. Tom Kokernak

Sterling Fire Department

I have reviewed the plans for 116 Pratts Junction Rd. The police department has no issues with the proposal.

Gary M. Chamberland

Chief of Police

Sterling Police Department

Final

The building department has no issue with this proposal.

Mark Brodeur

Building Inspector

I have completed a review of the site plan and subsurface sewage disposal plan for 116 Pratts Junction Road. The submittals by Graz Engineering, dated January 19, 2015 with revisions through March 3, 2015 satisfy the Board of Health.

David Favreau

Health Agent

I am writing this email to confirm that the hearing before you for approval at 116 Pratts Junction Road came in front of the Conservation Commission for approval Tuesday, March 3, 2015 at which time we examined it for the following:

- Compliance with the Aquifer Protection Bylaw
- Public hearing of storm water permitting under local regulation
- A determination of applicability under the wetland protection act

I have received Mr. Miller's letter and have distributed it via email to the Conservation Commission and will enter it into the file. We are planning to issue the permit at our next regular meeting scheduled next week March 17, 2015 at 7:30 PM.

Matthew S. Marro

Conservation Agent / ADA Coordinator

Motion: Ron Pichierri

Second: Mike Pineo

Motion made to approve Site Plan titled Sean Kilcoyne, 116 Pratts Junction Road, Sterling, MA, Engineer / Surveyor: Graz Engineering, LLC 323 West Lake Road, Fitzwilliam, NH. Job/ File # 14047, dated January 19, 2015 and revised March 3, 2015, as submitted. Approval is subject to order of conditions prepared by the Planning Board. There was no further discussion, four to zero in favor, motion carried.

McCarty Engineering

Patrick McCarty came on the behalf of the Thomas and Brouillard families to propose the endorsement of four ANR lots on North Cove Road and Swett Hill Road. At the last meeting with the Planning Board, the Board was presented with a Memorandum of Understanding.

The ANR plan was revised and added the rights of way in proposed 20' wide and 40' wide reserve strips for roadway widening to be deeded to the town of Sterling and annexed with the existing abutting 20' wide right of way on North Cove Road.

McCarty read the proposed improvements as follows:

- Drag shim existing portion of North Cove Road
- Provide full depth widening to ensure a minimum of 17 foot paved width
- Overlay full width with 1 ½ inch top course

Final

- Clean & inspect existing drainage culverts
- Rights-of-way in 20' wide and 40' wide reserve strips for roadway widening to be deeded to the Town of Sterling and annexed with the abutting 20' right-of-way
- The applicants agree to escrow the sum of \$2,000.00 for inspections of the work listed above. The balance is to be refunded upon satisfactory completion of the work
- All work is to be completed within two (2) years of execution of this document. The applicant may request from the Planning Board a one (1) year extension in time to complete the work provided said request is made prior to the expiration of the initial two (2) year period.

A letter was received from Daniel and Lisa Kloczkowski, 55 North Cove Road, Sterling, in regards to the endorsement of the ANR. Mr. Kloczkowski requested that the document be read into minutes. Chairman Williams said that the letter would be included with the minutes but would not be read into record.

Motion: Ron Pichierri

Second: Ken Williams

Motion made to accept the Memorandum of Understanding, dated February 27, 2015, written by Patrick McCarty, as requested by the Thomas and Bouillard families. There was no further discussions, four to zero in favor, motion carried.

Motion: John Santoro

Second: Ron Pichierri

Motion made to endorse ANR Plan, Map 129, Lot # 25, North Cove Road and Swett Hill Road, Sterling, MA. Plan submitted by Edward J & Patricia L. Thomas and Andre & Maureen E. Brouillard, prepared by Whitman & Bingham Associates, LLC., 510 Mechanic Street, Leominster, MA., 01453, Plan # 5-G-144, dated February 27, 2015. Check #1979 received in the amount of \$150.00; Form A completed, with five copies of the plan. There was no further discussion, four to zero in favor, motion carried.

MINUTES APPROVED

Motion: Ron Pichierri

Second: John Santoro

Motion made to approve February 25, 2015, minutes as presented, there was no further discussion, four to zero in favor, motion carried.

CHAIRMAN'S REPORT

There is no chairman's report.

ADMINISTRATIVE ASSISTANT REPORT

No members were interested in attending the CPTC workshops.

Ron Pichierri nominated Michael Pineo to the act as Sterling Planning Board representative to the Montachusett Regional Planning Commission. All members were in

Final

favor, Michael Pineo agreed to act as the MRPC representative and will resign from Montachusett Joint Transportation Committee.

Lucinda will draft a letter to the Board of Selectmen regarding the change in duties for Michel Pineo.

MAIL

Miscellaneous mail was reviewed.

NOTICES FROM OTHER TOWNS

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

INVOICES

The board members signed invoices and payroll.

MOTION TO ADJOURN

Motion: Ron Pichierri

Second: Mike Pineo

Motion made to close meeting, there was no further discussion, four to zero in favor, meeting adjourned at 9:15 PM.

The next regularly scheduled Planning Board Meeting is March 25, 2015 at 7:00 PM.

APPROVED BY:
