

**Final**  
**STERLING PLANNING BOARD MINUTES – August 26, 2015**

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**Present:** Kenneth Williams– Chairman, Clerk  
John Santoro – Vice - Chairman  
Michael Pineo - MRPC Rep. & M.R.J.T.C. Alternate Rep.  
Russ Philpot – ANR Agent  
Charles Hajdu – Member  
Betty Kazan – Administrative Assistant

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

**ANR's**

**Redstone Place**

Gary Griffin on behalf of Sholan Homes, Inc., 33 Main Street, Sterling, MA 01453 and James Rheault of Whitman & Bingham Associates, LLC submitted an ANR to create a parcel by the statute and create a parcel to be given to the Town which would give better access to the Town's water main. The ANR regarding Assessor's Map 91, Lot 30 requests the following:

1. 2,064 Square feet (Parcel B-2) may be conveyed by Sholan Homes, Inc. to the Town of Sterling and combined with its abutting land as a single tract of land.
2. 7,149 Square feet (Parcel A-1 Non-buildable Lot) and 451 square feet (Parcel B-1 Non-buildable Lot) together comprise the Southerly half of the private portion of Redstone Place where it abuts land of Sholan Homes, Inc. Under the provisions of M.G.L. Chapter 183 Section 58, Sholan Homes, Inc. asserts its ownership to the center line of the private portion of Redstone Place where it abuts land of Sholan Homes, Inc.
3. Parcel A-1 is to be combined with Parcel A-2 as a single tract of land.
4. Parcel A-2 and Parcel B-2 (Non-buildable Lot) together comprise Parcel A as shown on Plan Book 906 Plan 45

Plans prepared by Whitman & Bingham Associates, LLC 510 Mechanic Street, Leominster, MA 01453, Plan 5-G178B, dated August 25, 2015, no payment was received; Form A completed, with one copy of the plan.

Mr. Philpot disclosed that he has had an existing relationship with one of the abutters of the private way and recused himself from the meeting during this ANR discussion.

The Board agreed to postpone making a decision on the Redstone Place ANR in order to have more time to review the proposed plans. The Board agreed to have the ANR on the Planning Board's agenda for September 9, 2015 at 7 p.m.

**Note:** On August 31, 2015 Mr. Griffin dropped off the original Form A and one Mylar and seven copies of the plan.

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The Board agreed that they would prepare their questions regarding the ANR for the September 9, 2015 meeting.

7:57 P.M. Mr. Philpot returned to the meeting.

**DISCUSSION/REPORTS/FYI**

**ANR Process**

Mr. Philpot stated that the ANR process needs to be treated more formally and should be handled by appointment. This will give the Board an opportunity to be prepared. Due to time constraints he was not able to prepare a draft for the ANR process. He agreed to work with the Administrative Assistant to draft a proposed submission.

Mr. Williams mentioned that this might require a change in the Bylaws for ANRs.

Mr. Philpot stated at this point he was just trying to clarify the procedures/forms.

Mr. Williams suggested that once the revisions are made all appropriate contacts should be notified via email, notice on the Planning Board's Office door and the Planning Board's webpage.

All Board members were in favor of a more formal ANR process.

**ZBA**

The ZBA hearing held on August 18, 2015, regarding the Special Permit for the Senior Center has been continued to September 1, 2015 at 6:30 p.m.

**Administrative Assistant's Report/Notices**

Due to a change in plans, the Administrative Assistant's office hours for August 31, and September 1, 2015 will remain as usual (9 a.m. to 4 p.m.).

**MINUTES**

Mr. Pineo moved that the Board approve the minutes for August 12, 2015 as printed. Mr. Santoro seconded the motion. The motion passed with four in favor and one abstain (Mr. Philpot was absent).

**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**

Board members signed vouchers:

Payroll

W. B. Mason

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**8:47 P.M. MOTION TO ADJOURN**

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

**The next regularly scheduled Planning Board Meeting is September 9, 2015 at 7:00 PM.**

**APPROVED BY:**

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