

FINAL

**STERLING PLANNING BOARD
MEETING MINUTES**

June 20, 2012 – Rm. 202 Butterick Bldg.

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

Acting Chairman Pichierri calls the meeting to order at 8:04 PM.

Prior to the start of the Planning Board meeting, the Board members and French attended the Board of Selectmen's meeting, at its request.

The purpose of the joint meeting with the Planning Board and the Board of Selectmen was to discuss the topics of Economic Development, the Government Study Committee's recommendation for a Part time Planning/Grant Writer, and a Master Plan.

The two Boards met for approximately 45 minutes with most of the discussion focused on the idea of a Master Plan and whether a new one is needed for the town. There had previously been a proposal that the Montachusett Regional Planning Commission (MRPC) would work to develop a regional Master Plan along with an individual one for Sterling. It was learned at tonight's meeting that the MRPC did not obtain the grant to do so.

The concerns for a Master Plan centered on how to make it a living document and not something that sits on a shelf. Boards and committees, such as the Open Space and Implementation Committee and the Industrial Committee, have worked towards future planning and direction for the town, but have perhaps exhausted themselves in the development process, leaving a gap in the implementation process.

It is agreed by both the Planning Board and the Board of Selectmen that a part time planner, or one shared with other similar towns, would be beneficial to bringing all the efforts together. This person could also work towards researching and obtaining grants that the town may be missing.

The suggestion is made that the MRPC would be a good resource to determine how such a professional planner might be implemented.

It is agreed that a professional part time, or regional, planner should not be part of the job description for the currently open Administrative Assistant to the Planning Board position.

DISCUSSIONS/REPORTS/FYI

Davis Dairy Solar Project Approval letter/Order of Conditions

The recently approved, on 9 June 2012, Site Plan for the solar project on land owned by Davis Dairy, Inc. is pending final approval/disapproval of the Order of Conditions.

Acting Chairman Pichierri reads into the minutes the letter to Mark Brodour, Building Inspector, informing him of the Planning Board's vote, On May 9, 2012, to approve with conditions the Site Plan for a proposed solar panel array to be located off Wiles Road.

There are 8 conditions to the approval. The draft letter is attached, as follows;

To: Mark Brodeur, Building Inspector
From: Sterling Planning Board
Re: Proposed Solar Panel Array, 12-18 Wiles Road, Davis Dairy, Inc. property.

June 21, 2012

Please be advised that the Sterling Planning Board voted, on May 9, 2012, to approve, with conditions, the Site Plan for a proposed solar panel array to be located off Wiles Road.

Site: 12-18 Wiles Road, assessors' map 88, parcel 20 in its entirety, and part of assessors's map 88, parcel 10 off Clinton Road, and part of assessors Map 90, parcel 7, 140 Redstone Hill Road.

Plan: Proposed Solar Panel Array, Proposed Site Development Plan in Sterling, Massachusetts, off Wiles Road, dated April 2012, last revised on May 8, 2012.

Prepared For: Applicant: CES Sterling LLC, Three Radnor Corporate Center – Suite 300, 100 Masonford Road, Radnor, PA 19087.

Prepared By: Whitman & Bingham Associates, LLC, 510 Mechanic Street, Leominster, MA 01453. **Job Number** 12485, **Plan Number** 4-L-844

Owner: Davis Dairy, Inc., 145 Redstone Hill Road, Sterling, MA 01564

The approval is contingent upon the following conditions:

1. A recorded copy of the final Order of Conditions from the Conservation Commission will be provided to the Planning Board and to the Building Inspector.
2. Prior to the issuance of any building permit, the applicant shall post a surety or performance guaranty, acceptable to the Planning Board and to the DPW Superintendant, in the amount of at least \$5,000.00 to secure the proper construction of the intersection of the site driveway and Wiles Road, including a swale for drainage, and to maintain the existing integrity of Wiles Road, which shall be designed in conformance with applicable regulations.

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3. *Prior to the issuance of any building permit, the applicant shall post a surety or performance guaranty, reasonably acceptable to the Planning Board, in the amount of \$10,000 to secure the landscaping and plantings shown on the plan, for a period of three years.*
4. *Prior to issuance of any electrical permit, the applicant shall present electrical plans to the Fire Chief and SMLD for review and approval.*
5. *The filing of the metes and bounds description, with a plan, as will be accompanying the Notice of Lease shall be submitted to the Planning Board. A recorded copy of the Notice of Lease shall also be provided to the Planning Board and to the Building Inspector.*
6. *Compliance with the Chapter 61A process is required prior to installation of the solar array.*
7. *Verification of the correct owner of the land shall be made and modified on the plan, as necessary.*
8. *A letter from the Police and Fire Departments, confirming the location of gates, shall be provided to the Planning Board.*

Any assertions, promises, etc, by the applicant(s) and their agents as referenced in the Planning Board minutes dated 25 April 2012 and 9 May 2012 will be acted upon to the satisfaction of the Planning Board prior to the completion of the project construction and start-up.

In addition, a copy of the Power Purchase Agreement and the Interconnect Service Agreement between Community Energy and the SMLD has been provided to the Planning Board.

*Kenneth I.H. Williams, Clerk
Sterling Planning Board*

The Board makes no changes to the draft letter and accepts it as written.

Radzicki moves that the Planning Board vote to accept the Order of Conditions as presented. The motion is seconded by Hajdu, there is no discussion, all are in favor, approved by the Board, 4-0. Santoro did not vote, as he was not on the Planning Board when this project was reviewed.

(Note added after the meeting; The final letter has been sent to all parties involved and all pertinent departments/boards. A separate letter was sent to CES Sterling LLC (Cc'd to Davis Dairy, Inc and Bill Tuttle, DPW) informing them of the requirement for a \$5,000 Contractor's Bond for protection of Wiles Road during the construction phase. Also sent to CES Sterling LLC and A.T. Leonard & Associates (Cc'd to Davis Dairy, Inc and Bill Tuttle, DPW) was a letter informing them of the required \$10,000 bond or surety guaranty for the landscaping.)

Job Description/Posting Update –

French informs the Board that the job opening, for the Administrative Assistant, has been posted for in house consideration for the required ten day period. On June 25th the posting will be sent to Worcester Telegram and all applications will be considered once it is posted in the newspaper.

FYI- Site Plan Review-

French informs the Board that she has been contacted by someone representing Laddawn on Northeast Boulevard asking that they be placed on the June 27, 2012 agenda for the purpose of a Site Plan Review. They are planning an expansion of the building. To date, no plans or application has been received.

ADJOURN

Williams makes a motion to adjourn the Planning Board Meeting at 8:28 PM.

Seconded by Hajdu, no discussion, all in favor, motion approved 5-0.

The next regularly scheduled Planning Board Meeting is June 27, 2012 at 7:00 PM.

APPROVED BY:
