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**Present:** John Santoro ~ Chairman  
Charles Hajdu ~ Vice Chairman  
Michael Pineo ~ Clerk  
Russ Philpot ~ ANR Agent  
David Shapiro ~ Member  
Betty Kazan ~ Administrative Assistant

Mr. Santoro called the meeting to order at 7:05 PM in Room 202 of the Butterick Building.

**ANR**

## Chace Hill Road

Doug Andrysick, Andrysick Land Surveying on behalf of Timothy & Kathleen Bailey, 53 Chace Hill Road, and Neil & Yan Li Macleod, 47 Chace Hill Road, Sterling, MA 01564 submitted an ANR requesting 70,914 square feet (non-buildable lot) (Map 150, Lot 5) located at 53 Chace Hill Road be conveyed to (Map 150, Lot 7) located at 47 Chace Hill Road.

Mr. Pineo moved that the Board endorse ANR Plan Map 150, Lot 5, 53 Chace Hill Road, Sterling, MA 01564, conveying 70,914 square feet of a non-buildable lot to Map 150, Lot 7. Plans prepared by Andrysick Land Surveying, 206 Worcester Road, PO Box 97, Princeton, MA 01541, Project #19929, dated June 20, 2016. Check #2201 received in the amount of \$125; Form A completed, with five copies of the plan. There was no further discussion. Motion seconded by Mr. Shapiro. The motion passed unanimously.

7:30 p.m. Mr. Philpot arrived.

## Permit to Entrance to Public Ways

## 53 Bean Road

Mr. Philpot moved that the Board approve the Permit to Entrance to Public Ways for 53 Bean Road subject to a cautionary note to the Zoning Enforcement Officer to confirm that with respect to the Zoning laws the minimum frontage for a duplex and lot size/area for zoning district. Mr. Shapiro seconded the motion. The motion passed unanimously.

## Warrants & Payroll

Board members signed vouchers for payroll, WB Mason and Kopelman & Paige.

## Review Draft Memo to ZBA

Mr. Santoro moved that the Board approve the memo with changes to the Zoning Board of Appeals regarding their request for legal opinion on Cider Hill Estates. Mr. Pineo seconded the motion. The motion passed with two in favor and two abstain (Mr. Philpot and Mr. Shapiro)

## Bond Policy/Procedures

After a lengthy discussion and consideration Mr. Philpot moved that the Planning Board extricate itself from the process of collecting bonds for residential building permits. He further moved that any bonds currently held by the Planning Board be forwarded to the Building Department. Mr. Pineo seconded the motion. The motion passed unanimously.

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Minutes

Administrative Assistant's Report/Notices

The Board asked Ms. Kazan to contact Scott Miller regarding his involvement once an As Built has been submitted to the Planning Board.

The Board reviewed Mr. Philpot's suggestions regarding the ANR application. Further review will continue at the next meeting.

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