

Approved: 9 / 21 / 2021

Planning Board

TOWN OF WINCHENDON



Signatures:

[Handwritten signatures]

Regular Meeting Minutes

August 17, 2021

Meeting held in Town Hall Auditorium

Members Present: Burton Gould; Art Amenta, Guy Corbosiero, Garrett Wante, Les Goodrich

Others Present: Alison Manugian, Justin Sultzbach, Tracy Murphy, Rick Lucier, Ken LaBrack, Julia Patten, Lionel Cloutier, Rick Ward, Moe Ward, Bud Fletcher, Suresh Bhatia, Barbara Anderson, Melisa Blanchard

Chair Guy Corbosiero called the meeting to order at 6:35pm

Recitation of the Pledge of Allegiance was lead by G. Corbosiero

The Chair offered an opportunity for announcements and public comments and none were forthcoming

L. Goodrich motioned to approve the minutes of July 20, 2021 as presented. A. Amenta seconded the motion and all voted aye.

Given the posting time of the first hearing (6:45pm) the Design Standards and Stormwater Regulations were moved up on the agenda.

Discussion of Design Standards:

- T. Murphy explained that work on these standards began in 2018 and given the recent completion of the Master Plan these can be finished soon. They have been included in the packet in draft form so Board Members can review and comment on all aspects. They will be discussed at the regular September meeting.
- The next step will be to update the Zoning Bylaws and Zoning Maps, hopefully with the assistance of a consultant. We have begun work on these internally and hope to complete the process at Spring 2022 Town Meeting.
- G. Corbosiero asked how these standards differ from those in use now.
- T. Murphy explained that they are similar. The existing standards are presented as an appendix to the reuglations and we are seeking to make them clearer and easier to reference.
- G. Corbosiero commented that the last major Zoning Bylaw review was in 2008 and that process had gone through page by page.
- A Manugian was asked to send the Master Plan to all members.

Discussion of Stormwater Regulations

A Manugian summarized that these are the new proposed regulations that go hand in hand with the newly adopted Stormwater Bylaws approved at the last Town Meeting. There is some minor room for changes and additions, but as presented they comply with the State and Federal regulations, including MS4, and support the bylaws. The next step will be a public hearing, suggested for September 21st at 6:35pm which the Board supported.

Public Hearing continuations - Special Permit application seeking access to residential parcels other than through frontage and Site Plan application submitted by Asher Construction for a project located on Weller Road identified as Assessors Map 5C3 Parcels 153, 222, 223, 224, & 225

- Both hearings were reopened from last month. The applicant has requested a continuance to allow for design and calculation refinements following Fire Department review and Peer comments.
- B. Gould motioned to continue the hearings to September 21st at 6:45pm. L. Goodrich seconded the motion for discussion.
- L. Goodrich indicated he would like see the motion include language to specifically allow Asher Construction to complete work on the upper two parcels/homes.
- B. Gould refused to alter his motion and objected to this without the applicant present.
- Vote was held on the motion above and all members voted in support.
- L. Goodrich motioned that work be allowed to continue on the upper two parcels that have sold. G. Wante seconded the motion.
- L. Goodrich opined that it's not fair to the purchasers to have their projects on hold.
- B. Gould objected to the motion stating the topic was not on the agenda
- G. Corbosiero indicated that the Weller Street project, which includes this item, was on the agenda.
- B. Gould reminded everyone that he doesn't believe Weller Street is a public way.
- The Chair requested a vote on the current motion – L. Goodrich, G. Wante, A. Amenta & G. Corbosiero voted in support, B. Gould voted no.

Public Hearing – Site Plan application for approval to construct an amphitheater with parking and site work at Winchendon Community Park located on Ingleside Dr. identified as Winchendon Assessors' Map 5A3, Parcel 348

- G. Corbosiero referenced the project and reopened the public hearing at 6:56pm
- B. Gould welcomed J. Sultzbach as the new Town Manager and indicated he would like to see the hearing continued again to allow for public meeting discussion of issues and the project with proponents and opponents to yield a path forward in the best interest of the town and taxpayers.
- G. Corbosiero stated that this is a public hearing with that intent
- B. Gould stated that some members of the Planning Board and others on the Park Committee support this approach
- G. Corbosiero stated that the project currently before the Planning Board includes the roads, parking and amphitheater. Other additional items or long term plans could return to the Planning Board for more site review.
- B. Gould again reiterated his suggestion to have more comprehensive discussions.
- G. Corbosiero stated he's not in support of this and that the Board should proceed with the project on the table.
- B. Gould motioned to continue the public hearing to September 21st. No second was forthcoming.
- G. Corbosiero reminded the Board that there were questions last month and work expected on the parking lot.
- D. LaPointe & J. Patton are present to discuss these changes
- D. LaPointe summarized that the new plan is to have a traditional detention pond area near the proposed parking lot in a new area. The area suggested has invasive buckthorn which would be removed for this work. This is a closed system with release to the wetland reduced from the existing conditions. Since the last Planning Board meeting the Conservation Commission has reviewed the project and approved an Order of Conditions. The project team is hoping that the Planning Board will consider a similar approval with conditions requiring additional submissions prior to construction.
- G. Corbosiero asked if a Operations & Maintenance plan would be submitted for the basin
- D. LaPointe stated that such is included in the Site Owner's Manual submitted earlier today
- L. Goodrich asked if the applicant has considered possible impacts if the Dam on Whitney Pond is repaired? This could bring water up 5' higher and closer to the amphitheater.
- D. LaPointe explained that the FEMA flood levels were reviewed and considered. As the Dam project isn't currently scheduled it wasn't included. The FEMA 100 year flood peaks at roughly 975' of elevation and that stage is currently at 990'. This leaves a 15' separation currently and approximately a 10' separation with the projected 500 year flood.
- G. Corbosiero asked about the distance from the proposed basin to Whitney Pond and the drainage for the amphitheater.

- D. LaPointe stated that the basin and pond are about 200' apart and have elevation differences as well. The stage will have a roof that drains into gutters flowing into a rip-rapped swale to prevent erosion. This and the steps and grass areas are all included in the drainage calculations
- G. Corbosiero asked if the runoff infiltrates before it gets to Whitney Pond.
- D. LaPointe confirmed that this is the general intent, the proposed runoff peaks will not exceed those existing.
- G. Corbosiero asked if the Conservation Commission reviewed all of this prior to their approval, which was confirmed.
- G. Corbosiero stated that the current projects before the Planning Board are only a portion of the ultimate work anticipated at the Park. He would like to see the applicants return if there are additional items added now or in the future.
- G. Corbosiero reviewed the questions of last meeting around curb cuts and transitions(s) between local and state roads
- J. Sultzbach agreed with G. Corbosiero that this is only one step in a larger effort. He fully intends to have everyone in on future discussions. He has confirmed that Maple Street from Central Street to the Park is a Town owned road.
- G. Corbosiero raised the point that the upkeep may be significant in the future.
- J. Sultzbach responded that the upkeep is a shared concern and that this is an exciting project. Part of his role as Town Manager will be to ensure the Town's responsibilities are met. He is actively working to identify long term options for upkeep and maintenance. Currently the DPW will take on day-to-day maintenance and larger projects will be built into the Town's Capital Planning & Budget process.
- L. Goodrich asked about the walkway materials near the amphitheater
- J. Patten responded that there is a grassed area immediately in front of the stage then an ADA accessible walk
- G. Corbosiero asked about discussions regarding noise and sound from events
- J. Sultzbach explained that the anticipated hours will routinely be dawn to dusk and that any events extending beyond that will require special permission through his office. He doesn't anticipate frequent loud events in winter when trees are bare and impacts greater. He anticipates planting evergreens near Maple Street to help deaden noise and reduce headlight impacts.
- G. Corbosiero pointed out that the applicant did a great job identifying individual trees on the plans and asked for a summary of conditions anticipated to date
- A. Manugian offered the following:
 - Formal Site Plan Modification of future phases or projects would be anticipated.
 - The Planning Board retains the right to call the applicant back for discussion of concerns
 - Updated submissions of plans (and other documents as desired) to the Planning Agent prior to issuance of Building Permits
- G. Corbosiero asked if the previously requested peer review needed to be done.
- A. Manugian stated that this would be a decision of the Board. As it was requested in a formal motion at the last meeting a formal vote to change direction would be helpful. Future phases could again require peer review.
- D. LaPointe & J. Patton stated that they have no new information and see no issues with closing the hearing
- J. Sultzbach reminded community members to please come forward with ideas for the project and park.
- G. Corbosiero asked about likely construction schedule
- J. Patten indicated that the intent is to go out to bid in the next few months and they work could begin in winter or spring depending on weather and contractor preference. The goal is to have the project in place next summer
- J. Sultzbach opined that the work would likely begin this fall and finish in spring of 2022.
- G. Corbosiero stated he would like the project to come before the board again in one year to garner more public input.
- G. Corbosiero asked if there were questions or comments from the audience.
- R. Lucier of 236 Maple Street approached the Board
 - He reminded all present that the park was acquired by town meeting and he feels the project should come before the town for a vote. The proposal previously included a skatepark, splash park and picnic areas. He believes that the public remains largely unaware of the project and the park itself. Additional communication, perhaps through tax bills, should take place. He is also concerned about maintenance costs. He questioned the need for a commercial parking lot and how the Town intends to charge for use of the public park.

- G. Corbosiero explained that the parking lot and amphitheater uses are under the purview of the ZBA via special permits
- J. Sultzbach spoke to the community outreach piece; there have been many opportunities for the public to comment and have input. There will be future phases and an ongoing commitment to discussion and community input – his door is always open.
- G. Corbosiero suggested that routine updates within Select Board meetings would be well received and that this would offer awareness of future phases and developments.
- J. Sultzbach reiterated the ongoing commitment from him to keep the public and Select Board up to date on various Town projects underway and planned.
- R. Lucier indicated concern about the possible need to remove large trees and possible impacts from re-grading and site work
- J. Sultzbach highlighted that there are some huge trees that may need to be removed but that every effort will be made to keep them if possible without creating Town liability. He may have an arborist come out to review.
- R. Lucier indicated that the trees are used by wildlife and are on public property; does the tree warden need to approve work?
- G. Corbosiero highlighted the need to balance and compromise for the project.
- J. Sultzbach indicated his belief that the tree warden only works on trees within the roadway edges.
- R. Lucier indicated his desire for more time to approach ZBA members about the parking lot
- G. Corbosiero indicated that the Board needs deal with the application before it and they can add conditions
- No other members of the public indicated a desire to speak.
- G. Corbosiero indicated that if there are no other comments he would entertain a motion to close the public hearing.
- G. Wante motioned to close the hearing. L. Goodrich seconded the motion and the members voted - L. Goodrich, G. Wante, A. Amenta & G. Corbosiero voted in support, B. Gould voted no.
- Planning Board members discussed possible conditions of approval:
 - Final construction plans and operating plans need to come to the planning agent prior to issuance of building permits.
 - Future phases and tasks will come to the Planning Board for Site Plan Amendment
 - Future phases will begin with pre-development meetings.
 - Events outside of dawn to dusk would require permitting through process TBD by the Town Manager
 - ZBA permits must be obtained
 - Conservation permission must be obtained
 - Planning Board can revisit in the future at their discretion
- J. Sultzbach indicated his full commitment to ongoing discussion.
- G. Wante motioned to approve the Site Plan application with conditions discussed. A. Amenta seconded the motion. When asked no members sought additional discussion. L. Goodrich, G. Wante, A. Amenta & G. Corbosiero voted in support, B. Gould voted no – all via roll call vote.

G. Corbosiero highlighted the appeal window of 20 days, which would be done via the Town Clerk.

G. Wante motioned to adjourn the meeting. L. Goodrich seconded and all voted aye.

G. Corbosiero adjourned the meeting at 8pm.