

**Town of Leicester Planning Board
Meeting Minutes**

MEMBERS PRESENT: Jason Grimshaw, David Wright, Debra Friedman, Sharon Nist, Alaa AbuSalah

ASSOCIATE MEMBER:

MEMBERS ABSENT:

IN ATTENDANCE: Michelle Buck, Town Planner; Barbara Knox, Board Secretary

MEETING DATE: **August 2, 2016**

MEETING TIME: 7:00PM

AGENDA:

- 7:00PM Application Discussion:
 Site Plan Review, LaFlash Boutilier Solar Farm (ZPT Energy Solutions, LLC)
- 7:30PM Public Hearing
 Special Permit/Site Plan Review for Bus Storage and residential, 100 South Main St (AA Transportation)
- 7:45PM Approval of Minutes
 5/17/2016
- 8:00PM Town Planner Report/General Discussion:
 A. Associate Planning Board Member
 B. Miscellaneous Project Updates

Mr. Grimshaw called the meeting to order at 7:00PM

Application Discussion

Site Plan Review, LaFlash Boutilier Solar Farm (ZPT Energy Solutions, LLC)

Brandan Gove & Chris Anderson of ZPT Energy Solutions presented the application. Mr. Gove reviewed the previous meeting they had with the Board when they discussed changing the use of the property from a 16 lot subdivision to a solar array. The plans reviewed tonight will show the transition of that property for the use of a solar array. This solar array will be one of four solar arrays in the area.

Mr. Anderson presented the engineering design behind the array and reviewed the comments received from Quinn Engineering. The project is located on the northern side of Boutilier Road. There will be one main access drive located in the norther corner. They are proposing a 14 foot gravel access drive that will continue throughout the site. The gravel drive will provide access to the detention basins and solar panels themselves. The access drive will go along the northern edge and continues through an existing easement, owned by the New England Power Company, and will extend through the entire project area.

They are before Conservation for a Notice of Intent on this project because there are wetlands located along the edge of the property. Any clearing will be done outside the 25 foot buffer zone and there will be no impact to the wetlands.

Mr. Anderson continued. Originally they were going to keep a portion of Debbie Drive currently paved, but shifted the panels over and now will remove a portion of pavement within Debbie Drive and remove the drainage structures because they will no longer be needed. The two basins located at the end of the project will capture the vast majority of stormwater. There is a sub-drain and emergency spillways to make sure between storm events there is no standing water in the basins themselves, and it will control the groundwater. They are proposing a sediment basin on the southern end of the project to retain and provide some form of downgrade mitigation for all the down points to the drainage system. That will allow the water to slow down enough not to cause any erosion downstream.

There will also be a grass access area allowing more access to the panels themselves. There will be two converter pads located throughout the site and underground wiring to the existing easement, where it will convert to the overhead wires, continue up to follow the proposed utility line, and connect to the infrastructure. The existing paved portion of Boutilier Road ends at the lot and will be the general way out of the site. An additional converter pad will be located in that area.

Mr. Wright asked how many catch basins and detention basins are installed. Mr. Anderson said there are several structures currently located within Boutilier Road and will not be touched. There were several manhole structures and catch basins located off Debbie Drive that are currently standing above the ground and not functioning; those will be removed. The drainage system within Boutilier Road will remain intact as it stands right now.

Ms. Nist asked is the model home left over from the subdivision was staying. Mr. Anderson said no; the home will be removed.

Ms. Abusalah asked if there will be any fencing along Boutilier Road. Mr. Anderson said there will be fencing around the entire project. It will run along Boutilier Road edge and around the opposite end of the project. There will be a gate entrance point at the access drive and will have a Knox-Box located at the gate for emergency personnel access to the site.

Mr. Wright asked how far back from the road will the gate be set. Mr. Anderson said 60 feet

Ms. Buck asked if the panels were going to be closer to the property line [than the original submittal]. Mr. Anderson said the gravel drive is closer to the property line.

Ms. Buck asked what was located next to the project. Mr. Anderson said vacant land.

Ms. Buck asked if the status of Boutilier Road had been addressed. Mr. Anderson said for the time being, they will be only using the property line division of Boutilier Road. They will provide the modification of a division of land that will reflect the property line back to its original state. For the time being they will be calling Boutilier Road unapproved way.

Ms. Buck asked if they will be submitting a formal modification of the subdivision plan. Mr. Anderson said yes. Ms. Buck asked when they anticipated that. Mr. Anderson said after they get through the permitting process.

Ms. Buck asked what they were planning to do with Boutilier Road. Mr. Anderson said they do not plan to touch that road. There will remove pavement on Debbie Drive within their property boundaries.

Ms. Buck asked if they plan to maintain the section of road, from where the Town currently maintains, up to this project. Mr. Anderson said yes.

Ms. Buck said her concern was not knowing what the future modification of the plan was going to be. She asked if they planned to modify and not rescind the subdivision plan. Mr. Anderson said they will consolidating all the lots back to a single lot, but was not sure whether it be done through a rescinded subdivision plan or a modified subdivision plan.

Ms. Buck explained because a portion of Boutillier Road was a failed subdivision that was not properly constructed, the Board did not want a future developer that has frontage on the opposite side of the road, be able to use it as road frontage. She said that would need to be address in some way. Mr. Anderson understood.

Ms. Friedman said rather than a modification of a subdivision, which means a subdivision is still intact but modified, they may want to rescind the subdivision. She felt that may be the way to go and then dead-end the street. Ms. Buck agreed and noted beyond that point, it would essentially be a driveway. Ms. Friedman said it would be marked as the access drive to the solar field.

Mr. Anderson said there is 175 feet of frontage along Stafford Street with the property coming through, so they will not be pulling any frontage off Boutillier Road.

Ms. Friedman asked if they will be providing frontage on Boutillier Road. Ms. Buck said no, because it's not a residential use.

Ms. Friedman asked to confirm that access won't be from Stafford Street and access will be from Boutillier Road, but where they access from Boutillier Road will be considered a drive. Mr. Anderson agreed, as an unimproved way. Ms. Friedman disagreed, explaining an unimproved way would allow someone to build on the other side of the road. If it's an access drive, then it is not an unimproved way.

Ms. Buck explained the underlying issues with Boutillier Road had not been resolved and the last solar project approved in that area has a lengthy statement in their Decision that the Planning Board's approval was not making any determination on the status of Boutillier Road. This applicant's Decision would hold the same statement that the Board's approval was not acknowledging frontage on Boutillier Road.

Mr. Gove said if that should work for them, there were still a list of questions they needed answered. Ms. Buck suggested they should direct their questions to their Attorney more so then their Engineer.

Mr. Gove said they were not proposing to improve what was already there. They want to construct a solar array with the frontage off Stafford Street, with the ability of accessing the property off Boutillier Road.

Ms. Buck explained the Board would consider a request to rescind the subdivision and then work from there.

Mr. Wright reiterated the applicant planning to rescind the subdivision plan and go back to the original lot lines. The access gate is just north of the turnabout where there will be pavement removed from Debbie Drive. He asked if the private access drive was south of the turnabout.

Ms. Buck explained the private parties along that road still feel that it's an abandoned public way and she did not know what rights people have to pass over that road.

Mr. Wright pointed out comment #15 from Quinn Engineering regarding Leicester Stormwater Regulations, “maintenance of the existing drains that are tributary to the site and are located in Boutilier Road, labeled as a public way.”

Ms. Buck asked if they were planning to use the existing drains. Mr. Anderson said they will maintain them because the structures were already constructed.

Mr. Wright asked if the structures went south of the turnabout. Mr. Anderson said there is a structure at the turnabout area and stops at Debbie Drive.

Ms. Friedman asked if they needed Boutilier Road to access the rest of the solar field. Mr. Anderson said no, the only access Boutilier Road provides is access to the actual gravel driveway.

Ms. Friedman asked how many feet of actual pavement was there. Mr. Anderson estimated around 400 feet.

Ms. Friedman asked if they were planning to plow the 1,000 feet every time it snowed. Mr. Anderson said only to their access drive.

Ms. Friedman asked who owned the property north of Boutilier Road. Mr. Anderson said Nick Casello.

Mr. Gove said at this point, because they did not have all of the engineering aspects and all the questions resolved from Quinn Engineering and the Board he requested a continuance to the next Board meeting.

Hearing no further comments or questions, Mr. Grimshaw asked for a motion to continue.

MOTION: Ms. Friedman moved to continue discussion regarding the Site Plan Review on LaFlash Boutilier Solar Farm to Tuesday, August 23, 2016 with time to be determined.

SECONDED: Ms. Nist – Discussion: None – VOTE: All in Favor

Public Hearing

Special Permit/Site Plan Review for Bus Storage and Residential, 100 South Main St (AA Transportation)

Mr. Grimshaw read the Notice into the record and then opened up to discussion.

Ms. Buck said an email received from the applicant requesting a continuance because they needed additional time to address comments received from the Town Engineer.

MOTION: Mr. Wright moved to accept the request made by the applicant to continue their Special Permit/Site Plan Review application to the next meeting date on August 23, 2016 at 7:30PM.

SECONDED: Ms. Nist – Discussion: None – VOTE: All in Favor

Approval of Minutes

5/17/2016

MOTION: Ms. Nist moved to approve the minutes of May 17, 2016

SECONDED: Mr. Wright – Discussion: None – VOTE: All in favor

Town Planner Report/General Discussion

A. Associate Planning Board Member

Ms. Carol Pappas applied for the Associate position and in attendance. This is a one-year appointment and requires a majority vote of the Planning Board.

MOTION: Mr. Wright moved to appoint Carol Pappas as Associate Member to the Planning Board

SECONDED: Ms. Nist – Discussion: None – VOTE: All in Favor

Notice will be sent to the Town Clerk and Selectmen's Office

B. Miscellaneous Project Updates

- Fire/EMS Headquarters Site Plan Review Amendment request received (training structure)
- Cherry Valley Solar/148 Henshaw Street Site Plan Review Amendment request received (site grading)
- Mulberry Street Solar Project permit expired last month
- Auburn Street Solar Bond not yet received
- Cumberland Farms no left turn sign to Pleasant Street not yet installed
- McNeil Solar Farm Project will expire in October
- Put request in to Conservation to inspect Dicentis property on Route 56 across from Deer Pond Auto
- Nothing submitted regarding the property across from Cumberland Farms on Route 9
- Nothing submitted regarding the property across from Walmart on Route 9

MOTION: Mr. Wright moved to adjourn meeting

SECONDED: Ms. Nist – Discussion: None – VOTE: All in Favor

Meeting adjourned at 8:00PM

Respectfully submitted:

Barbara Knox

Barbara Knox

Documents included in mailing packet:

- Agenda
- Memo to the Planning Board from Michelle Buck, Town Planner dated 7/28/2016 regarding August 2, 2016 meeting
- Letter from Hannigan Engineering dated 6/14/2016 regarding LaFlash Boutilier Solar
- Copy of Site Plan Review Application regarding LaFlash Boutilier Solar dated 6/16/2016
- Comments received from Quinn Engineering dated 7/25/2016 regarding LaFlash Boutilier Solar
- Memo from Michelle Buck to William Hannigan dated 7/20/2016 regarding LaFlash Boutilier Solar
- Comments received from Police Department, Historical Commission, CVR Water District, Cherry Valley Sewer District, Building Inspector and Board of Health regarding LaFlash Boutilier Solar
- Copy of Site Plan Review/Special Permit Application regarding AA Transportation Co, 100 So. Main Street
- Comments received from Quinn Engineering dated 7/21/2016 regarding AA Transportation Co, 100 So. Main Street
- Memo from Michelle Buck to Normand Gamache dated 7/11/2016 regarding AA Transportation
- Comments received from Police Department, Historical Commission, Fire Department, and Building Inspector regarding AA Transportation, 100 So. Main Street
- Email memo from Carol Pappas regarding Associate Planning Board Member dated 7/27/2016
- Planning Board Minutes of 5/17/2016

Documents submitted at meeting:

- None