

Leicester Planning Board Meeting Minutes
April 01, 2014

MEMBERS PRESENT: Jason Grimshaw, Sharon Nist, Adam Menard

ASSOCIATE MEMBERS: Kathleen Wilson

MEMBERS ABSENT: Debra Friedman, David Wright

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

MEETING DATE: April 01, 2014

MEETING TIME: 7:00 pm

AGENDA:

- 7:00PM Public Application:
ANR Plan, Moose Hill Road
- 7:15 PM Approval of Minutes:
3/4/2014
- 7:30PM Town Planner Report/General Board Discussion:
A. Amendments to Subdivision Regulations
B. Open Space Update
C. Department Adjustment
D. Miscellaneous Project Updates

Mr. Grimshaw called the meeting to order 7PM

Public Application:

ANR Plan Moose Hill Road

The applicant is dividing a large piece of property into 5-lots. All the lots have 200 feet of frontage and are far in excess of the minimum lot size requirement.

Ms. Nist asked if the Moose Hill Water Commission had been made aware of this plan and Ms. Buck said yes they have been made aware.

MOTION: Mr. Menard moved to approve the ANR plan for Moose Hill Road.

SECONDED: Ms. Nist – Discussion – None

VOTE: All in Favor

Approval of Minutes

3/4/2014

MOTION: Ms. Nist moved to approve the minutes with noted minor corrections as amended.

SECONDED: Mr. Menard – Discussion: Ms. Buck pointed out a misspelling.

VOTE: All in Favor

Town Planner Report:

Open Space Plan

A completed rough draft on the Open Space Plan was received from the Conway Students. There were significant issues with the rough draft and Ms. Buck commented back to the students regarding those issues. The biggest issues were with the students losing site of the state requirements for an Open Space Plan. The State is very particular having step-by-step requirements on what has to go into each section of an Open Space Plan. Ms. Buck advised the students to revise the plan to reflect the State Requirements; the revised draft has not yet been received. The next Open Space Committee meeting is scheduled for April 9, 2014.

Amendments to Subdivision Regulations

Ms. Buck is currently putting together a rough draft that will reflect all the amendments recommended from the Master Plan. The amendments will be on items such as: streetlight changes, bus stop areas, the differentiation of the level of streets (i.e. major/minor/through streets) protection of stone walls and historic features and street tree requirements.

Ms. Buck said she recently met with Kevin Quinn and Tom Wood regarding the construction standards for roads and sidewalks. It was a very productive meeting and there were a lot of recommendations made. The one issue needing further research was on low-impact development, which encourages having more innovative stormwater controls put in place instead of the more traditional detention basins. A draft copy should be ready for review at the May Meeting.

Department Adjustments

The full-time assistant to the Board of Health & Conservation Commission recently resigned. The new Town Administrator is using this opportunity to consolidate Planning, Zoning, Building, Health and Conservation into one department, having one department head. Ms. Buck was asked to be the department head of this new consolidated department. She noted that she will still be working for both Leicester and Spencer.

The two remaining clerks, Barbara Knox with Planning/Zoning and Kelly Conroy with Building, will go to full-time. The purpose of the consolidation is to have cross-training of the clerks and be more streamlined and accommodating to the public. This change will go into effect sometime between now and July 1, 2014.

Miscellaneous Project Updates

• Worcester Airport

The Town received an Environmental Notification Form for work that is being proposed at the Worcester Airport. The Airport is proposing putting in a CAT3 Instrumentation System, which will allow them to land planes in zero visibility. All the work being proposed will be done in the Town of Leicester. They will be putting in additional runway lights spaced 100-feet on center; currently the lights are spaced 200-feet on center. They will be adding, at the end of the runway, a turnaround or jug handle, and because of the way the land drops off adjacent to the runway, it will involve a significant amount of fill being brought in.

Ms. Nist asked what the purpose was for the jug handle turnaround. Ms. Buck explained it would be used to taxi the jets and allow them to turn around off the runway.

Ms. Buck noted that there have been discussions between Town officials and MassPort officials regarding the potential impact of the proposed improvements. Though it originally appeared that there might be very significant traffic impacts (due to significant amounts of fill to be transported into Leicester), it now appears that impacts will be more modest. The high traffic impact calculations had been based on an earlier design that had been discarded by MassPort. The original proposal was to have a parallel runway to the existing runway and having it run the full length. The new jug handle design uses significantly less fill. MassPort officials do not see need for a new access road to Leicester.

Mr. Grimshaw asked if the construction progress for the Worcester Airport's project, be reviewed through the Planning Office and wondered if the Town Administrator would be supportive of that.

Mr. Menard agreed that the Planning Board should be kept in the loop.

- New Applications/updates

An application for a Site Plan Review is expected soon from Jeff Howland Engineering for Central Mass Crane to build a new facility located on property at 980 Stafford Street, Rochdale

Also, an application for a Special permit is expected asking to change a 2 family into a 3 family on property located at 392 Main Street, Cherry Valley; the old Hennessey's Bar Room.

This won't be coming to the Planning Board, but the old Alpine building located at the corner of Brown and Main Street in Cherry Valley is currently under renovation and being turned into an office space and storage building. The primary business will be the leasing of large-scale portable commercial air conditioning units.

- Next Meeting

Due to Annual Town Meeting falling on the day the Planning Board meets in May, the Board agreed to hold their May meeting on Tuesday, May 13th.

Committee Reports

- Capital Planning Committee

Ms. Nist reported that the committee had a meeting tonight prior to the Planning Board meeting and there were five items discussed. 1) A request from the Highway Department for the replacement of their dump truck, with a plow and backhoe; 2) a request from Fire/Ambulance for a new ambulance and a replacement Fire Truck; 3) a request from Police for purchase of a new camera system for the evidence room, booking area and lockup; 4) a request for AD portables for the police cruisers; and 5) a request from the Schools for text infrastructure for all the schools.

She noted a grant was received for purchase of all the AD portables and this system will have the capability of being combined with other the camera systems, such as at the Library or Senior Center.

- CMRPC

Mr. Menard reported that the committee discussed funding, through Homeland Security, the purchase of portable radio antennas for Communities. Ms. Buck noted that it seems CMRPC has more funding for Homeland Security projects than planning projects in recent years.

Mr. Grimshaw asked for any further comments; hearing none, asked for a motion to adjourn.

MOTION: Ms. Nist moved to adjourn meeting

SECONDED: Mr. Menard – Discussion: None

VOTE: All in Favor

Meeting adjourned at 7:55PM

Respectfully submitted:

Barbara Knox

Barbara Knox

Minutes approved on 5/13/2014

Documents included in emailed packet to Board Members:

- Agenda
- Minutes of 3/4/2014

Documents submitted at meeting:

- Nothing