September 7, 2016

Minutes

HUBBARDSTON PLANNING BOARD
Slade Building

Meeting called to order at 6:36pm by Vincent Ritchie, Chair
Other members present: Thomas Bratko, Kendall Daly, and Tom Robinson
Staff: Janet Baczewski

The meeting minutes from May 11, 2016 were reviewed and there was a motion to accept.
Motion: Tom Bratko **Second: Kendall Daly** **All in favor.**

The meeting minutes from May 31, 2016 were reviewed and there was a motion to accept.
Motion: Tom Bratko **Second: Kendall Daly** **All in favor.**

Correspondence from August was reviewed. The minutes from the Town Meeting of August 23, 2016 were distributed to Planning Board members.

The Planning Board members signed an updated version of the signature page to be submitted to the Worcester Registry of Deeds, to have on file for any future ANR's to be recorded.

Vin Ritchie volunteered to represent the Planning Board on the newly-formed Economic Development Committee, as an ex officio member.

Borrego Solar Project Update by Bill Murray
Vin Ritchie recused himself on this topic, so a motion to appoint Tom Robinson as acting Chair of the Planning Board was presented and accepted.
Motion: Tom Bratko **Second: Kendall Daly** **All in favor.**

Bill Murray of Places Associates, Inc., acting as project engineer on behalf of the Planning Board, gave an update on the solar projects being constructed at 232 & 240 Gardner Road. Also, present were John Coles, Project Manager for Borrego Solar, and Dean Smith, Project Civil Engineer for Borrego Solar. Mr. Murray reported that Borrego Solar had rectified the prior issues concerning the conditions of the special permit. The Cease and Desist Order had been lifted from the project. He also expressed his concern about the unauthorized work being done on the weekends. A schedule of work to be done was provided to Bill Murray, to avoid any future issues. Dean Smith asked the question of whether or not they have permission to generate electricity.
Mr. Murray reminded Borrego that according to section 7.22 m. of the special permit conditions,

> "No solar facility may sell or distribute generated power until all conditions of the issued permit and the requirements of this bylaw are approved and certified at a meeting of the Planning Board and the "Certificate to Generate" is issued and recorded in the Worcester registry of Deeds."

Dean Smith will coordinate directly with Bill Murray to complete the scheduling of the completion of the mechanical and electrical components of project.

Vin Ritchie returned as Chair of the Planning Board.

Master Plan Discussion
Dick Heaton, of H & H Associates, LLC, and Kendall Daly, members of the Master Plan subcommittee, gave an update on the status of the facilitation of the Master Plan. Dick outlined the general steps in the facilitation process, as follows;

1. Identify the chapters of information that will be implemented in the Master Plan and the corresponding chapter authors from the town departments and committees.
2. Town survey from 1988, replicated and revised for 2016, to be taken by townspeople in the following manners;
    a. Paper copies be mailed to property owners with town tax bills
    b. Online with Survey Monkey, or other type survey website
3. Population projections, which have a major impact on the Master Plan.

Housing Production Plan Discussion
Dick Heaton, of H & H Associates, LLC, has incorporated all the updates and revisions to the town's Housing Production Plan that were discussed previously with the Planning Board. The latest completed revision was dated April 18, 2016. There was a motion to accept this version, and present it to the Selectboard for their approval, and subsequently be forwarded to the Dept. of Housing and Community Development.
Motion: Tom Bratko **Second: Kendall Daly** **All in favor.**

Gravel Pit Subcommittee Report by Tom Bratko
Tom Bratko and Tom Robinson met with Steve Boucher at his gravel pit site (the former Bates pit), and also, noted that the former Marinelli pit was in need of a lot of reclamation. Mr Boucher told them he has the right of first refusal to purchase the gravel pits from the Marinelli family to use for his proposed specialty soils business project. At the time of the site visit, the Planning Board members requested a schedule for reclamation of his pit in the next two weeks. Mr. Boucher was not present at the Planning Board meeting, so he will be invited back before the board at a later date. The Marinelli sisters were present at the meeting, and they are aware of the fact that if Mr. Boucher was to purchase their property, or if they were to retain the property, it would have to reclaimed before either of them would receive any new gravel operation permit.

Tom Bratko reported that the Fletchers have not been before the Planning Board since December 2015, and need to inform the board of their plans regarding their gravel pit reclamation.

Tom Bratko further reported that the Kataisto family has been considering applying for a new earth removal permit for their clay pit under the current General By Laws – Chapter XIX Earth Removal. They also are required to come before the Planning Board to inform them of their plans for reclamation.

In closing, Tom Bratko stated that he would like the Planning Board to have all gravel pit reclamations done as a condition of renewing an earth removal permit for continued operations. Vin Ritchie stated that is a stipulation of the General By Laws.

Tom Bratko made a motion for the Planning Board to request permission from the Town Administrator to meet directly with town legal counsel to discuss the enforcement issues for all gravel pits in executive session. The motion was approved.
Motion: Tom Bratko **Second: Tom Robinson** **All in favor.**

West Comet Pond Access
Ed Blanchard spoke before the Planning Board on behalf of Sue & Reid Roberts. They request that the board make a determination of whether or not the access road on West Comet Pond was a way in existence before zoning. Chairman, Vin Ritchie, requests that the Planning Board have time to review any new information on the subject, and have an actual ANR before them, before any determination be made. He recommended the Ed Blanchard return to the October 2016 Planning Board meeting.

Dawn Goulet of 163 Old Westminster Road spoke to the Planning Board of subdividing her property and building another home on the property with a common driveway. Common driveways are not an allowable use, and she had insufficient lot frontage for 2 houses.

9:30pm Motion to Adjourn was presented.
Motion: Tom Bratko **Second: Tom Robinson** **All in favor.**

Approved with Corrections, Vincent Ritchie, Chair

11/2/16
Date