



Planning Board – Town of Spencer
Minutes
Planning Board Meeting
Tuesday August 19, 2014 at 7:00 PM
McCourt Social Hall
Memorial Town Hall

Planning Board Members Present: Chair James Whalen, Shirley Shiver, Robert Ceppi and Jonathan Viner (Mr. Viner left the meeting at 8:15pm)

Planning Board Members Absent: Mary Stolarczyk

Staff Present: Michelle Buck, Town Planner

Staff Absent: ODIS Clerk

Mr. Whalen opens the meeting at 7:00pm.

1. **ANR Plan, Lyford Road/White**

This ANR plan splits an existing lot into 2 new lots (12A and 12B), each having greater than the required frontage on Lyford Road.

MOTION: Ms. Shiver motions to approve plans, Mr. Viner Seconds.

VOTE: 4-0 in favor

2. **Special Permit, Applicant: John & Suzanne Krol, Owner: Laurel Point, LLC, Location: 35 Chickering Road. Project: Rear Lot Subdivision and Common Driveway (continued hearing from July 15, 2014).**

Attorney Don O’Neil was present for the meeting. Revised plans and additional information were submitted based on discussion at the previous hearing date. Board members reviewed and discussed frontage, setbacks, driveway elevation, upland requirements, and ownership of surrounding properties.

MOTION: Ms. Shiver makes a motion to approve the Certificate of Decision on Special Permit, Mr. Ceppi seconds.

VOTE: 4-0 in favor.

3. **Major Site Plan Review, Applicant: SJA Solar LLC. Owner: Cistercian Abbey of Spencer (continued hearing):**

Don Graves provided an update to the Board. He noted that the Wildlife Habitat Assessment was submitted about three weeks ago and that there’s only one minor outstanding Lenard Engineering issue related to a detention basin. He also noted that they plan to increase the height of the fence from 6 feet to 7 feet, per national electric code requirements. They may have a 6.5 foot fence raised 6 inches off the ground. They also will move the fence further away from panels.

The Board discussed the conditions in the draft Site Plan Approval/Stormwater Permit for this project.

- Condition #14 (related to public roadway repairs): Jonathan Viner noted that if damaged areas are fixed a 1” overlay should work.
- Discussion back & forth regarding selection of CESSWI. Mr. Graves felt that requiring a CESSWI limits the field of people that can do the work. Ms. Buck will speak again with Margaret Washburn on this topic.
- Conditions #41 & #47 (related to requirements for re-vegetation of disturbed areas): Mr. Graves felt that these conditions should be modified to make sure they are consistent. He also noted that vegetation won’t grow in winter months. Ms. Buck will speak with Margaret Washburn. Ms. Shiver noted that it’s important that disturbed areas be stabilized with vegetation.
- Condition #28 (construction schedule): Mr. Whalen asked about expected milestone dates. Mr. Graves said that the exact construction schedule will be developed after approval because every contractor would address project phasing separately. Ms. Shiver noted that construction could be year-round in a mild winter, but erosion control and digging should be avoided in a wet spring. Discussion regarding erosion control methods

MOTION: Ms. Shiver makes a motion to continue hearing to 9/2/2014 at 5:30 pm, Mr. Ceppi seconds the motion.

VOTE: 3-0 in favor (Mr. Viner left prior to this vote)

4. **Town Planner Report / General Board Discussion**

Mr. Whalen provided an update regarding his discussions with Eric Smith from CMRPC (active rail in state, expansion of rail spurs).

Michelle Buck provided updates on several projects:

- Sugden Block: there will be a public hearing on 9/24/2014
- Spencer has been designated as a Statewide Priority Development Area
- Property Assessment and Reuse Plan (PARP): project information is on the Town website.
- Staff update: an additional interview has been scheduled for 8/20/2014
- Sullivan Street: Steve Tyler has been working with FST to prepare a scope of work to finish the project
- Sunset-Holmes: the applicant may be proposing project modifications
- Solar Farm: Ms. Buck noted that she is also expecting submittal of an additional solar application at the end of Medchan

With no further discussion the meeting is adjourned.

MOTION: Mr. Ceppi makes a motion to adjourn; Ms. Shiver seconds the motions.

VOTE: 3-0 in favor.

The meeting adjourned at 8:30PM.

Submitted by: Monica Santerre-Gervais, ODIS Clerk

Approved by the Planning Board on: 11/18/2014

List of Documents for August 19, 2014 PB meeting

Items sent to Planning Board prior to Meeting

Mailed paper copies:

- Agenda
- Memo from Michelle Buck to Planning Board Dated 8/6/2014
- ANR Plan, Lyford Road
- Documents related to Chickering Road special permit (draft Decision, Letter from Attorney Don O'Neil dated 7/31/2014, revised plans)
- Documents related to Abbey Solar Farm
 - Plans dated 1/14/2014, revised through 7/3/2014 (received 7/31/2014)
 - Email from Bryan LaRoche of Graves Engineering to Michelle Buck dated 7/31/2014, with attached Updated Impact Assessment with revision date of 7/23/2014 and Wetland Wildlife Habitat Assessment dated July 28, 2014.
 - Draft Decision prepare by M. Buck

Emailed 8/9/2014:

- Email from M. Buck to PB members regarding revised submittals, with attached revised wildlife assessment and revised plans dated 8/6/2014 (change related to fence height)

Items submitted at the Meeting:

- None