

TOWN OF STOW
PLANNING BOARD

Minutes of the May 16, 2017 Planning Board Meeting

Planning Board Members Present: Lori Clark, Margaret Costello, Len Golder, Karen Kelleher

Associate Members: Mark Jones, John Colonna- Romano

Absent: Ernie Dodd

Lori Clark called the meeting to order at 7:00 pm

Discussion of Meeting Minutes

Minutes of May 10, 2017

Karen Kelleher moved to approve the minutes as amended.

Margaret Costello Seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Margaret Costello, Karen Kelleher -Yea).

Executive Session Minutes of May 10, 2017

Len Golder moved to approve the minutes as amended.

Margaret Costello Seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Margaret Costello, Karen Kelleher -Yea).

Public Input

None.

Member Updates

Mark Jones said that he attended the MAGIC Legislative Breakfast, where he learned more about the Town of Carlisle's LED streetlight conversion. Mark Jones said he would like to be able to discuss the Town's options regarding Hudson Light and Power's LED streetlight conversion. Jesse Steadman said that a representative will come in to speak with the Board in early June.

Correspondence

Stow Municipal Affordable Housing Trust- Chapter 61 Parcel, 49 Old Bolton Road

The Board discussed SMAHT's recommendation that the use of Community Preservation Act funds would not be advisable. The Board agreed that it may be more difficult to purchase through borrowing.

Jillians Lane Erosion Control Inspection

Jesse Steadman clarified that the site was inspected after the weekend's rains, and that the Town's consulting engineer said that the site improvements worked to mitigate drainage concerns.

Eversource Energy Facilities Siting Board- Notice of Public Comment

Karen Kelleher noted that the primary route is the underground option, though the preferred alternative route would include an overhead transmission line through Gleasondale. The Board agreed that support of the primary route should be discussed at a future meeting.

Planner's Report

Joanne Drive

Jesse Steadman said that the development is moving forward, and plans will likely come in within the next month.

Trapeze Installation

Jesse Steadman said that the applicants are moving forward with their application, which will be a separate Special Permit from Crow Island's Special Permit for commercial recreational uses. Jesse Steadman said that the State's Department of Public Safety will inspect the facility.

Discussion with Howard/Stein- Hudson Representatives: Gleasondale Street Survey, Lower Village Traffic Safety Improvement Project, Complete Streets Prioritization Plan Development

Present: Tom Stokes, CEO Howard Stein Hudson; Mark Gravallesse, Manager of Public Infrastructure; Lou Rabito, Manager of Complete Streets

Complete Streets Prioritization Plan Development

Lou Rabito of Howard/Stein Hudson, discussed the timeline of the Complete Streets Prioritization Plan, saying that once MassDOT releases funds for FY2018, the Town will enter into a contract with MassDOT, and HSH will await a notice to proceed. In the meantime, HSH can begin to gather GIS data from the Town. Once the MassDOT contract is solidified, HSH will begin to hold preliminary stakeholder meetings, review data, and start building maps, which can be shared as part of the public engagement process.

Lou Rabito said that they would use Wikimapping, allowing residents to georeference their Complete Streets concerns by mode. HSH will balance resident input, safety concerns, locations of institutions and cultural resources, and knowledge of streetscape engineering to develop a prioritization of projects. Once the plan is submitted for project funding, the Town would be eligible for \$400,000 through MassDOT's Complete Streets program, however there will be more competition for projects in future funding rounds, with more towns asking for funds. The next deadline for the Prioritization Plan submission is September 1, 2017 with October 1, 2017 as the deadline for project proposals. Should the plan not be ready by September 1st, the next submission deadline is April 2018. Lou Rabito added that Complete Streets planning is flexible and context sensitive.

Jesse Steadman said that the Town's Complete Streets Working Group will be involved in the planning as well, noting that a vacancy will soon be posted for one at-large member. The group currently includes Planning staff, the Highway Superintendent, the Conservation Coordinator, Marcia Rising from the Board of Health, and representatives from public safety.

Mark Jones noted the rapid timeline of the process and asked how community engagement will be incorporated. Lou Rabito said that if there is a delay in the planning, there are future dates to submit.

Lori Clark asked about the process for recommendation of the projects to MassDOT for funding. Jesse Steadman said that the Working Group would recommend projects for submission to the Board of Selectmen and the Highway Department. Lou Rabito added that HSH would help prepare the plan submission.

Karen Kelleher asked what the competition for funding may be like for a town like Stow, which doesn't have transit. Lou Rabito said that MassDOT has shown interest in safe routes to school and safe routes for seniors, recognizing that small towns don't have transit access.

Gleasondale Street Survey

Jesse Steadman explained that the Gleasondale Street Survey is a foundational survey to understand the existing streetscape, which can be used for future planning projects.

Tom Stokes said that the survey could be used to get the most out of the bridge redesign effort conducted by MassDOT. Because of the angle of the approach to the bridge, MassDOT may need to incorporate street improvements on either side of the bridge. Mark Gravalles noted that MassDOT is sensitive to historic preservation.

Jesse Steadman said that HSH has been hired to conduct community engagement around MassDOT's redesign, and that though the bridge is on the 2020 TIP, outreach should begin sometime this summer.

Lower Village Traffic Safety Improvement Project

The Planning Board discussed the draft contract with HSH, focusing on time and budget management, the bidding process, field changes, and coordination with MassWorks.

Mark Gravalles said that revised plans will be delivered in the coming days, which will clarify grading concerns.

Executive Session- In Accordance with M.G.L. Ch.30A s.21 for purposes of discussing ongoing litigation

Lori Clark stated that the last agenda item is an executive session, as public discussion would be detrimental to the litigation.

Len Golder moved to enter into Executive Session to discuss ongoing litigation and adjourn the regularly scheduled meeting of the Planning Board thereafter.

Margaret Costello Seconded.

Roll Call Vote: Lori Clark – Yea; Margaret Costello – Yea; Len Golder– Yea; Karen Kelleher – Yea.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys