

TOWN OF STOW  
PLANNING BOARD

Minutes of the June 20, 2017 Planning Board Meeting

Planning Board Members Present: Lori Clark, Ernie Dodd, Margaret Costello, Len Golder

Associate Members: Mark Jones, John Colonna-Romano

Absent: Karen Kelleher

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

**Discussion of Meeting Minutes**

**Minutes of June 13, 2017**

*Ernie Dodd moved to approve the minutes as written.*

*Margaret Costello Seconded.*

**VOTED: 3-0 Unanimously in favor (Lori Clark, Ernie Dodd, Margaret Costello–Yea).**

**Executive Session Minutes of June 13, 2017**

*Ernie Dodd moved to approve the minutes as written.*

*Margaret Costello Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Ernie Dodd, Margaret Costello, Len Golder - Yea).**

**Member Updates**

None.

**Public Input**

None.

**Correspondence**

Jesse Steadman updated the Board on an Eligible Facilities Request from Verizon Wireless to allow collocation of wireless communications equipment on the existing smoke stack at 501 Gleasondale Road. The Board agreed that the correspondence did not clarify whether it is more appropriate for this change to be a Special Permit or an Eligible Facilities Request, due to how far the shield would extend from the smoke stack. The Board agreed that a Verizon representative should attend a future meeting for site plan approval, so that the Board may offer input and comment on design.

Len Golder arrived.

## **Planner's Report**

### **Regency at Stow Local Action Unit application**

As required by the decision, the Local Action Unit application will need to be signed by SMAHT and the Board of Selectmen, so that the affordable housing units are on the Department of Housing and Community Development's Subsidized Housing Inventory. Toll Brothers will create 4 on-site low-income units, 3 on-site middle income units, and they will pay a fee in lieu of the additional 3 housing units.

### **Plantation Apartments II**

Jesse Steadman said that the Stow Community Housing Corporation has provided a list of proposed zoning waivers for Plantation Apartments II. The Board agreed that they would like to see the plans to provide comment. Jesse Steadman said that this would be on an upcoming agenda.

### **Gleasondale Bridge Redesign**

Jesse Steadman reported that staff have helped Howard Stein Hudson set up and spread the word regarding two listening sessions next week ahead of formal public hearings for the Gleasondale Bridge Redesign effort. Jesse Steadman said they have reached out to the owners of orchards in Town, residents of Gleasondale and included notice through several different outlets.

### **Gleasondale Mill**

Jesse Steadman noted a meeting he has scheduled with the Mill owners on June 28<sup>th</sup> to discuss the various planning efforts and let them know how they can take advantage of the timing to better position the mill for future development.

### **Gleasondale Map Surveys**

Jesse Steadman reported that Gleasondale residents provided the Planning Department with over a dozen surveys regarding streetscape improvements in Gleasondale and staff will be uploading them into the GIS database and sharing them with the HSH team responsible for managing the public outreach for the bridge replacement project.

### **495 MetroWest Partnership**

Jesse Steadman noted that the 495 Partnership has requested Stow's cooperation in providing a \$500 stipend for the work they provide. Twenty four communities in the region currently provide a stipend. The Partnership provides economic data to area towns, provides a forum for discussing regional needs and has a presence on Beacon Hill to push for a variety of legislative proposals.

### **Spring Hill Estates**

Jesse Steadman reported that he has been talking with a developer purchasing Spring Hill Estates. Jesse Steadman said he and Valerie Oorthuys met with Mark Bobrowski to discuss the outstanding conditions. Jesse Steadman said he expects that the Applicant will include some changes in timing of certain conditions to be considered as minor modifications. Mark Bobrowski was advised to include the requests in a memo for the meeting.

### **Voting Associate Member**

Jesse Steadman noted that he missed the opportunity to include a vote on the voting associate member at the annual appointments meeting. Valerie Oorthuys has advertised the vacancy and the Board should be able to vote at the July 11 meeting.

### **Public Hearing**

#### **Trapeze Installation, Special Permit and Site Plan Approval- Crow Island**

*Ernie Dodd moved to waive the reading of the Public Hearing notice.*

*Margaret Costello Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Ernie Dodd, Len Golder, Margaret Costello- Yea).**

#### **Present:**

*Jon Wells, Revolution Trapeze*

*Meredith Wells, Revolution Trapeze*

*Barbara Critchlow, Revolution Trapeze*

*Seth Mleziva, Revolution Trapeze*

Jon Wells described the petition to install a trapeze rig and operate trapeze classes on Crow Island seasonally, from May through mid-October. Jon Wells said that the classes run for two hours, with three teachers and up to ten students per class. The proposed school would operate one class in the evening on Mondays through Thursdays, with three classes on Fridays, Saturdays, and Sundays from 10am to 6:30pm. Jon Wells discussed the course structure, detailing communication and safety with students.

Jon Wells described the trapeze rig, stating that it is portable, requires no foundation, and does not penetrate the ground, aside from necessary stakes. The structure is 72 by 12 feet, and that footprint is increased to 120 by 64 feet with the inclusion of the stakes and guylines. The entire structure can be assembled in a few hours, and fits inside a trailer that will remain on-site. At the end of the day, what can be easily stored or removed from the apparatus is locked in the trailer overnight.

Jon Wells said that Crow Island currently has one portable toilet, and another would be added closer to the trapeze rig for their students' and teachers' use. Meredith Wells reassured the Board of the cleanliness of the portable toilets.

Jon Wells said that existing parking at Crow Island will be sufficient for their staff and teachers. Peak traffic would occur during class transitions on weekends, when around 23 people would be present.

Jon Wells said that during evening classes, LED string lights around the top of the rig will be used, and turned off at the end of class, around 8:30 or 9pm.

Jon Wells said that all trash and recycling materials generated will be stored in the trailer and removed from the site every day.

Jon Wells discussed traffic concerns on Track Road, stating that informational signage at the White Pond Road entrance to Track Road would alert students to the speed limit on Track Road, as well as multi-modal recreational use of the road. Margaret Costello confirmed that Track Road is only meant to be used from Crow Island east to White Pond Road, and not west towards the Sudbury Road gate. Ernie Dodd said that signage would need to be specified, and that it may be appropriate to have a posted speed limit on Track Road.

Jon Wells discussed security, saying that they will have access to a locked gate at the edge of the bridge to Crow Island as well as the locked gate at Track Road. Margaret Costello mentioned that vehicles have gotten stuck on Track Road in the past, so they should be aware of that potential problem with opening and closing the locked gate.

Jon Wells noted communication with Fire Chief Joe Landry as well as Officer Chris Kusz, regarding a request for public safety officials to have an on-site training before the site is open to the public.

Len Golder asked if the company holds any liability insurance. Jon Wells responded that they are in the same insurance category as ropes courses and amusement parks, and carry the appropriate liability insurance. Jon Wells said that he could provide the Board with a copy of past insurance held and updated insurance information. Ernie Dodd noted that annual confirmation of insurance would be important.

Len Golder asked about safety measures for the students. Meredith Wells detailed the system of harnesses, safety lines, and tension ropes, likening it to belaying rock climbers.

Len Golder asked if there are periodic inspections of the rig. Jon Wells said that there are, which is how the company was connected with the owner of Crow Island, as he is approved by the State to conduct inspections of ropes courses.

Ernie Dodd asked about the stability of the rig, saying that the soil on Crow Island is sandy. Jon Wells detailed the materials used to construct the rig, and said that the stakes in the ground can be placed deeper if the soil is sandy. Meredith Wells said that there is a standardized safety and stability check each day.

John Colonna-Romano asked where the trailer is located, and whether it would remain on site all season. Jon Wells said that the trailer would remain within the footprint of the guylines and stakes all season.

Ernie Dodd asked about providing drinking water for staff and students. Jon Wells said that they bring in 5 gallon jugs.

Ernie Dodd asked about additional security, noting that aside from the locked gates at entrances, there is also river access to the site. John Colonna-Romano asked if a trail camera could be used. Meredith Wells said that there would be no issue with using a trail camera for added security.

Margaret Costello asked about potential interaction with drones on Crow Island. Meredith Wells said that she is familiar with drones, as they have approached the trapeze rig on a previously used site. Lori Clark noted that a remote control plane club gathers at Crow Island as well. Jon Wells said that he would ensure that timing of the use of the space at Crow Island is scheduled with the owner.

There was no public input.

*Ernie Dodd moved to close the Public Hearing for the Special Permit and Site Plan Approval. Margaret Costello Seconded.*

**VOTED: 5-0 Unanimously in favor (Lori Clark, Ernie Dodd, Len Golder, Margaret Costello, Mark Jones- Voting Associate Member, - Yea).**

### **Hudson Light and Power LED Streetlight Letter Approval**

The Planning Board discussed a memo to the Board of Selectmen regarding their recommendation to move forward with a grant awarded to Hudson Light and Power that would convert 56 streetlights to LED fixtures, as discussed with Patrick Lavery at the Planning Board's meeting on June 13, 2017.

The Board suggested adding to the memo that the remaining streetlights not served by this grant are floodlights and privately owned lights which will be converted in time through HL&P's Renewable Energy and Energy Conservation Incentive Program (RECIP) fund.

*Ernie Dodd moved to support the letter to the Board of Selectmen for the Town to enter into an MOU with Hudson Light and Power and the State.*

*Margaret Costello Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Ernie Dodd, Len Golder, Margaret Costello- Yea).**

### **Voting Associate Member Appointment**

Jesse Steadman said that this item would be moved to a future agenda, when the vacancy for the Voting Associate Member position has been posted publically for a sufficient period of time.

### **Highgrove Estates Restrictive Covenant Approval**

Jesse Steadman said that this item will move to the June 27<sup>th</sup> agenda so that the Board can discuss Town Counsel's comments.

### **Delaney Solar Escrow Agreement Approval**

Jesse Steadman said that this item will move to the June 27<sup>th</sup> agenda so that the Board can discuss Town Counsel's comments.

### **Lower Village Traffic Improvement Project**

Jesse Steadman provided an update on the remaining temporary and permanent easements to be signed in order to proceed with the Lower Village project, focusing on how to work with a business owner at 128 Great Road to negotiate sign placement within the Town's Right of Way.

### **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.

*Ernie Dodd 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; Ernie Dodd – Yea; Len Golder– Yea; Margaret Costello – Yea.**

**Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys