

TOWN OF STOW
PLANNING BOARD

Minutes of the December 18, 2018 Planning Board Meeting

Planning Board Members Present: Lori Clark, Margaret Costello, Len Golder, Karen Kelleher, John Colonna-Romano

Voting Associate Member: Megan Birch-McMichael

Associate Member: Mark Jones

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

Discussion of Meeting Minutes

Minutes of December 11, 2018

Karen Kelleher moved to approve the minutes as amended.

Margaret Costello seconded

VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Karen Kelleher, John Colonna-Romano -Yea).

Public Input

None.

Member Updates

Mark Jones said the Zoning Board of Appeals met recently to deliberate on the petition for a Comprehensive Permit for Plantation Apartments I and II. Mark Jones said deliberation will continue on December 27, 2018.

John Colonna-Romano said the Community Preservation Committee (CPC) met recently and discussed their interest in the planning process around zoning at golf courses. John Colonna-Romano relayed the CPC's interest in creating a neighborhood with possible commercial space, rather than a typical subdivision.

Margaret Costello said that plans for trails on the Kane Land continue, though streams of water are coming down the hill across Gleasondale Road into an abutting property. Margaret Costello suggested the classification of the stream may need to be revised.

Planner's Report

Regency at Stow

Jesse Steadman said that Toll Brothers and MCO Housing Services are having trouble finding buyers for the three middle income units. Jesse Steadman said he will discuss further with MCO Housing Services and SMAHT to figure out the cause and how to find eligible buyers.

Joanne Drive

Jesse Steadman said an email was sent to Steve Bjorklund to reiterate that the endorsed plans and legal documents for Joanne Drive should not be recorded until the ownership of Lundy Starmer Inc. is resolved. Jesse Steadman said the Board could choose to rescind the decision or to wait for the signatures to be corrected.

Complete Streets

Jesse Steadman said the Town Administrator would like more to be done regarding traffic calming town-wide and has reinstated a Traffic Working Group to assess the capacity of roads in Stow. Jesse Steadman said the Complete Streets Committee would discuss this at an upcoming meeting.

Joanne Drive Rescission of 1972 Subdivision

Jesse Steadman said Town Counsel feels the Board can rescind the subdivision, after alerting the applicant and posting a public hearing notice, though it is not needed as there may only be one subdivision plan for a parcel. The Board agreed not to push for a rescission at this time.

Budget Discussion- Fiscal Year 2020

Jesse Steadman discussed a draft budget for fiscal year 2020. Jesse Steadman said the part time administrator position for the Planning Department will remain in the budget.

The Board discussed their request for funds to complete the Lower Village Project. The Board agreed it would not have been responsible to move forward with construction of the road without first rectifying all of the plan discrepancies.

Jesse Steadman said the grant award for Business District zoning updates must be used in the coming year and noted that the contractor hired could complete an additional services contract to create design guidelines for Lower Village.

Jesse Steadman acknowledged that the Capital Funds request for Gleasondale Streetscape Improvements has been moved out to 2021 in order to complete construction on other funded projects. Funds for a Master Plan update are also included in requests for 2021.

Len Golder arrived.

Lower Village Traffic Improvement Project

Jesse Steadman said several outstanding items will be discussed at an upcoming meeting with Howard Stein Hudson and E.T.&L. Corp. Jesse Steadman said he is working with MassWorks to extend the Town's contract to June 30, 2019, though construction is anticipated to be completed before that date. Jesse Steadman said E.T.&L Corp should update their bond, as the project has been made more expensive, given the winterization and extension of the project.

Jesse Steadman said E.T.&L. Corp has requested that any vehicular damage claims for incidents that occur between the winterization and the start of construction in the spring

not be forwarded to them to address. Jesse Steadman said there is a balance between driver error and road elements not constructed to the correct specification.

Jesse Steadman said the Planning Department has sent letters to each abutter who provided a temporary construction easement to let them know that work will continue in the spring. The Town could choose to ask for a temporary license from these abutters in order to finish the project.

Jesse Steadman said a draft scope of services for peer review has been forwarded to Places Associates, Inc.

The Board agreed to ask Howard Stein Hudson for a courtesy credit to complete the design and engineering services for the Lower Village Project.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys