

TOWN OF STOW
PLANNING BOARD

Minutes of the January 8, 2019 Planning Board Meeting

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

Voting Associate Member: Megan Birch-McMichael

Absent: John Colonna- Romano, Mark Jones (Associate Member)

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

Discussion of Meeting Minutes

Minutes of December 18, 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, Len Golder-Yea).

Public Input

Ann Needle of the Stow Independent asked for comment on the sale of 108 Great Road, and asked if there is any known plan for the space. Jesse Steadman said that both the Beef & Ale site and the adjacent lot where the Stow Café is located were sold to a Maynard property owner. Jesse Steadman said that no plans have been filed with the Planning Department.

Correspondence

Karen Kelleher noted the correspondence from residents on Billadell Road regarding a light fixture owned by Hudson Light & Power at Hudson Road Automotive. Jesse Steadman said that a letter would be sent to the Zoning Enforcement Officer so that he is aware of the violation and a letter would be sent to the owner letting them know of next steps.

Executive Session in Accordance with M.G.L. Ch. 30A s.21(a)(3) for the purpose of discussing strategy with respect to probable litigation

Lori Clark stated that she finds that an open discussion would have a detrimental effect on the Board's litigating position.

Karen Kelleher moved to enter into Executive Session to discuss contract issues and potential litigation and to reconvene the regularly scheduled meeting of the Planning Board thereafter.

Margaret Costello seconded.

Roll Call Vote: Lori Clark- Yea; Margaret Costello- Yea; Karen Kelleher- Yea.

The Planning Board concluded the Executive Session and returned to the regularly scheduled meeting.

Planner's Report

Stiles Farm Agricultural Preservation Restriction

Jesse Steadman said he met with Steve Mong, who reported that the Agricultural Preservation Restriction (APR) for Stiles Farm was approved at the state level and denied at the federal level. The covenant and decision said the parcel would be restricted to agricultural use and the federal representatives likely wondered why an APR should be approved if the covenant and decision already preserve the parcel. Jesse Steadman said once the problem is detailed in writing, the Board can discuss further.

Affordable Housing at Regency at Stow

Jesse Steadman said that MCO Housing, the monitoring agent for affordable units at Regency at Stow, is having trouble finding eligible buyers for the 3 middle income units. To find flexibility with eligibility rules, MCO Housing has asked whether a middle income unit may be sold to a trust, rather than a family. The Department of Housing and Community Development doesn't allow this, as it more difficult to keep track of who the tenant is and whether they are an eligible buyer. The Planning Board agreed that a trust is not an eligible buyer.

To open up another option for more families to become eligible buyers, the chair of the Stow Municipal Affordable Housing Trust (SMAHT) will research asset limits and discuss with the regional planning agency to see if increasing the asset limit would be reasonable. The Board agreed that asset limits should be explored, and requested that Toll Brothers and MCO Housing expand their advertising field.

Joanne Drive Definitive Subdivision

Jesse Steadman said that he sent another letter to a representative of Joanne Drive, stating that if the endorsed plans are recorded, the Board would consider rescinding the subdivision because the applicants' corporate status has lapsed.

Administrator Position

Jesse Steadman said that the Department's part time administrator position will be posted in the coming weeks.

Lot Numbering

Jesse Steadman said the Fire Chief has expressed concern that addresses aren't given to lots until they have a Certificate of Occupancy and public safety officials need one clear address for each lot through construction to address emergencies. Jesse Steadman said that while this is under the Selectmen's jurisdiction, the Planning Board may want to add conditions to future decisions for interim numbering. The Planning Board agreed that the Town's policy for assigning addresses should be revisited.

Gleasondale Mill

Jesse Steadman said that he met with the new owner of the Gleasondale Mill and their structural engineer to discuss general planning initiatives in the village and planned improvements to the Gleasondale Bridge.

Subdivision Approval Not Required (ANR) Plan- 77 White Pond Road

Present:

John and Peter Melone, 77 White Pond Road

John Melone stated that the intent of the ANR is to provide a one acre parcel to the Conservation Commission, to be included as part of Town Forest. Jesse Steadman said the Conservation Commission is aware of this plan and they have worked with the applicants on the conveyance.

Karen Kelleher moved to approve the ANR plan for 77 White Pond Road and to authorize Jesse Steadman to endorse the plans.

Len Golder Seconded.

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

Budget Discussion and Vote – FY 2020

The Board reviewed a revised FY2020 Budget based on comments from their meeting of December 18, 2018. The Board agreed they would like funds remaining from the Gleasondale streetscape survey to remain in the budget, as improvements to Gleasondale is budgeted for the next fiscal year. The Planning Board discussed changing the administrative position salary from Step 1 to Step 2.

Karen Kelleher moved to approve the Fiscal Year 2020 budget as amended.

Len Golder Seconded.

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

Lower Village Traffic Improvement Project

Jesse Steadman said that MassWorks has approved the extension request to allow construction to continue next spring. Jesse Steadman said the contract extension between the Town and E.T.&L. Corp has not been finalized, and they have asked if the Town would relinquish or decrease retainage on the items that are substantially completed. Margaret Costello noted that in her experience, providing retainage for completion on some items is common. Jesse Steadman said that E.T.&L. Corp has indicated that they would want to begin construction as soon as possible in the spring, which may be at odds with a May Town Meeting schedule.

Executive Session in Accordance with M.G.L. Ch. 30A s.21(a)(3) for the purpose of discussing strategy with respect to probable litigation

Lori Clark stated that she finds that an open discussion would have a detrimental effect on the Board's litigating position.

Karen Kelleher moved to enter into Executive Session to discuss contract concerns and potential litigation with representatives of Howard Stein Hudson and Places Associates and to adjourn the regularly scheduled meeting of the Planning Board thereafter.

Margaret Costello seconded.

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

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys