

**Town of Webster Planning Board
Meeting Minutes
May 22, 2017 – 6:30 p.m.
Police Department Community Room**

Present: Chairman Paul LaFramboise, Vice Chairman Thomas Klebart, Michael Dostoler, Sharon McMahon, and Denise Descheneau. Also present: Chuck Eaton, P.E., CME Associates and Ann Morgan, Town Planner

Absent: Members: Chuck Ceppetelli

1. Call to Order

Chairman LaFramboise called the meeting to order at 6:30 p.m. in the Police Department Community Room, Webster Police Station, 357 Main Street.

2. Action Items

- a. Draft Meeting Minutes – January 17, 2017. The Board reviewed the minutes. No edits were made. Motion to approve the minutes as drafted made by Ms. McMahon, seconded by Mr. Dostoler. Motion passed unanimously.
- b. Draft Meeting Minutes – March 20, 2017. The Board reviewed the minutes. Ms. Morgan noted that a couple minor edits were required based on comments from Mr. Eaton. Those edits were reviewed. Mr. Klebart recused himself from the vote. Motion to approve the minutes as drafted and edited made by Mr. Dostoler, seconded by Ms. McMahon. Motion passed 5-0.
- c. Draft Decision – 138 Lake Street, Sergio Manzi (Applicant) – The Board reviewed the draft decision. Mr. Eaton noted that the original draft had been edited to remove the requirement for the submission of an as-built plan. No other edits were made. Motion to approve the decision as drafted and edited made by Mr. Klebart, seconded by Mr. Dostoler. Motion passed unanimously.
- d. Draft Decision – 200 Gore Road, Samuel Slater Restaurant – Indian Ranch Recreation, Inc. (Applicant / Owner). Ms. Morgan reviewed the draft decision with the Board. The Board had taken action on this case the last meeting which was held in March but no decision had been drafted by her predecessor. She noted that the new format was reflective of current best practices. In particular the conditions of approval had been expanded to include more procedural guidelines and are organized to follow a timeline. Mike Hopkins, representing the Applicant, had not seen the decision and was given a copy for review. He had no comment. When asked, Mr. Eaton stated that he had seen the draft and was satisfied with the content and format with one edit that addressed the issue of inspection of the drainage system. He noted that this had been addressed in the second draft which caused the conditions to be renumbered.

Motion to approve the decision as drafted, edited and renumbered conditions made by Ms. McMahon, seconded by Mr. Dostoler. Motion passed unanimously.

3. Site Plan Review

The Chairman asked the Board if they could take an agenda item out of order. There were no objections.

- b. 128 Main Street – Dunkin' Donuts, Patio Addition / Parking, Moniz Realty Trust (Applicant) – Continued from 11/21/16 – Karim Youssef was present to discuss the matter with the Board. He reviewed the work to date on the site and asked the Board to outline outstanding items. Mr. Eaton noted that three items were still needed: parking calculations, a cross section drawing of the patio, and location of bollards. There was discussion about the parking noting that the patio increased the amount of required parking on site. However, shared municipal parking in the area could be used to satisfy the requirement. Ms. Morgan reviewed the staff memo which provided some of this information.

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Mr. Klebart asked Mr. Youssef about the Dunkin' Donuts sign at his store located at 170 Thompson Road noting that it is in violation of the Zoning By-law. It was noted that the electronic sign used scrolling messages and multiple colors, both of which are not allowed. Mr. Youssef stated that he would look into the matter.

- a. 6 Memorial Beach Drive – Water Treatment Plant, Town of Webster (Applicant / Owner) – Mr. Jeff Faulkner of Tighe & Bond and Doran Crouse, Water Department Superintendent, were present to discuss the application. Mr. Faulkner reviewed the project including structures, landscaping, parking, stormwater management systems, relationship to abutting uses and the general operations of the proposed facility. Information regarding the need for the treatment plant (removal of high levels of manganese) and its relationship with the water distribution system were also reviewed. The facility is to be located on what is now overflow parking at Memorial Beach. Mr. Dostoler asked if Bohler Engineering had experience with designing such facilities. Mr. Faulkner stated yes, his company had designed several of these types of facilities across New England and that high levels of manganese in municipal water systems was not atypical.

Mr. LaFramboise asked about the overall delivery system and how this new facility will relate to over long range plan for improving the water quality. Mr. Crouse stated that this was one piece of a multi-faceted range of improvements needed to improve the water quality and delivery systems. When this new facility goes on line it will replace the Bigelow Road station as the primary but the other station will remain on line. Many miles of pipes will have to be replaced which is expensive and disruptive and will take years to phase as money becomes available. Hydrant flushing will continue to help clear the system of sediment.

The proximity of the abutting walking track and noise impacts related to the air condenser unit were discussed. The Board noted that the unit was situated approximately 145 feet from the popular walking track and that the noise would be disruptive to the walkers. Mr. Faulkner disagreed noting the distance from track. He reviewed comparable noise thresholds for other uses indicating that there would be little impact and reviewed the landscaping plan which he felt would mitigate any noise generated by the unit. The Board disagreed noting that the landscaping provided was to offset the visual impact of the building in proximity to the walking track and that no landscaping was provided to mitigate noise or visibility of the unit. The Applicant was asked to revise the plans to move the unit to a different location on site. Mr. Faulkner noted that it would be difficult to accommodate the request.

Mr. Faulkner was asked about the operations of the facility once it was on line. He stated that staff would be on site approximately four hours a day for operations control management. The site will be enclosed entirely with a fence. A front door facing Memorial Beach Drive was designed to break up the façade to improve the building's appearance. Windows, while not necessary to the operations of the facility, were included to provide natural light for the staff.

A number of issues were discussed regarding the stormwater management system including the location, monitoring well, sedimentation control, groundwater observation points and relocation of the separator from inside the fence to the paved area so that it could be easily reached. The proposed system was reviewed. Mr. Eaton expressed concerns about the construction of the temporary basin and some of the elements of the final / permanent basin. Mr. Faulkner stated that he would address those issues in coordination with Mr. Eaton.

Mr. Eaton noted that there was no information provided regarding tie in to existing system. Mr. Faulkner noted that he would provide that information.

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When asked about the project timeline, Doran Crouse stated that they hoped to move forward quickly with construction to be complete by December 2018 at which point the system would come on line.

Mr. LaFramboise asked if anyone from the public would like to comment. Bob Whitelaw, 11 Pinewood Drive, addressed the Board. Mr. Whitelaw noted that this project was one component of a long term effort to improve the water quality of the Town. Pipes would need to be replaced, other systems of delivery would have to be improved and other work items that will take a number of years. He wanted to know if there was any information available to show the long range plan to complete the needed overhaul of the system. Mr. Crouse provided an overview the work done to date and the next steps once this project complete noting that many of the next steps will require capital investment to be decided upon by the Town as each phase moves forward. Mr. Whitelaw expressed frustration that this type of information was not readily available to the public and urged the Mr. Crouse and / or the Board of Selectmen to provide it for the public's benefit and on the Town's website. No additional public input was received.

Motion to close the hearing and to direct staff to draft a decision taking into consideration all material and testimony received to date made by Mr. Klebart, seconded by Ms. McMahan. Motion passed unanimously.

4. New Business

- a. Reorganization – Mr. LaFramboise noted that Board had not officially reorganized in a while and wanted to give people a chance to serve as officers if they like. He noted that he has enjoyed serving as Chairman and would be happy to continue serving in that capacity if it was the will of the Board. Mr. Dostoler and Mr. Klebart noted that Mr. LaFramboise has done a great job in guiding the Board and serving the public. Mr. Dostoler was asked if he'd be interested in continuing to serve as Vice Chairman to which he responded yes.

Motion to appoint Mr. LaFramboise as Chairman and Mr. Dostoler as Vice Chairman made by Mr. Klebart, seconded by Ms. McMahan. Motion passed unanimously.

- b. Recreational Marijuana – Mr. Klebart stated that he was continuing to follow this issue and what it could mean for the Town of Webster. He would like to see the Board sponsor a public meeting to discuss the matter and to possibly propose a moratorium similar to what other towns have done. Ms. Morgan reviewed the time lines associated with a moratorium and/ or zoning by-law changes, both of which require Town Meeting action. She agreed that it would be prudent for the Town to take some action to protect its interests on a number of levels including land use, public safety and licensing. Mr. Klebart stated that he'd continue to work with Ms. Morgan and would report back to the Board.
- c. CME Updates – Mr. Eaton reviewed recent work items related to open projects for the Planning Board such as inspections and last minute work items for Price Chopper (East Village Square / Cranston Print Works) – landscaping, tail race video; Hometown Bank – signage; Mass Organic – handicap parking spaces (restripping); St. Joseph's Addition – stormwater clean out. He also noted that he continues to attend construction meetings for the library.
- d. Staff Update – Mr. LaFramboise welcomed Ms. Morgan in her role as the new Town Planner. Ms. Morgan reviewed some of the tasks undertaken since starting the job in late April. A number of key customer service tasks have been identified that are being addressed first. The impacts of the new recreational marijuana law will be an ongoing work item. Once the administrative back log is resolved then other planning tasks can be undertaken such as working on the Zoning By-law, the Subdivision Rules and Regulations, implementation of Master Plan tasks, and economic development tools.

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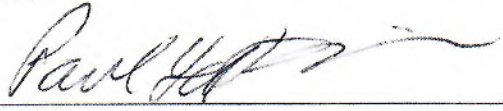
5. Correspondence – None.

6. Next Meeting Date

The Board agreed to meet again on Monday, June 26, 2017 at 6:30 p.m.

7. Adjournment

Motion to adjourn made by Ms. McMahon, seconded by Mr. Dostoler. Motion passed unanimously. The meeting was adjourned at 8:00 p.m.

Minutes Approved:  Date: 7/17/17

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