



Planning Board – Town of Spencer

Minutes

Planning Board Special Meeting

Tuesday, April 21, 2020 at 7:00 PM

McCourt Social Hall, 157 Main Street Spencer, MA 01562

Memorial Town Hall- **Audio Conference**

Planning Board Members Present: Chair Jonathan Viner, Vice Chair Jeff Butensky, Robert Ceppi, Shirley Shiver, and Maria Reed

Planning Board Members Absent: None

Staff Present: Paul Dell'Aquila, Town Planner, Monica Santerre-Gervais, ODIS Senior Clerk

Staff Absent: None

1. Mr. Viner opened the meeting at 7:00 pm

2. Adoption of Minutes: Regular meeting of February 18, 2020 & Special Meeting (Zoning Changes) March 12, 2020

- **February 18, 2020-** Ms. Shiver commented that on the third page, first paragraph, line 8 should say her instead of here.

MOTION: Ms. Shiver motioned to approve the minutes with discussed changes

SECOND: Ms. Reed

DISCUSSION: None

ROLL CALL VOTE: Ms. Shiver, Mr. Ceppi, Ms. Reed, Mr. Butensky, and Mr. Viner all voted aye, and the motion was carried (vote 5-0)

- **Special Meeting (Zoning Changes) March 12, 2020-** Mr. Viner noted that the meeting was on March 12, 2020 and Mr. Dell'Aquila stated the minutes say March 12, 2020 and it was just a typo on the agenda.

MOTION: Ms. Shiver motioned to approve the minutes as submitted

SECOND: Mr. Butensky

DISCUSSION: None

ROLL CALL VOTE: Ms. Shiver, Mr. Ceppi, Ms. Reed, Mr. Butensky, and Mr. Viner all voted aye, and the motion was carried (vote 5-0)

3. ANR's-

- **James Woods, Hastings Road (R44-36), create new lot-** Mr. Dell'Aquila stated that he reviewed the plans and it met the requirements.

MOTION: Mr. Ceppi motioned to approve the ANR as submitted

SECOND: Ms. Shiver

DISCUSSION: None

ROLL CALL VOTE: Ms. Shiver, Mr. Ceppi, Ms. Reed, Mr. Butensky, and Mr. Viner all voted aye, and the motion was carried (vote 5-0)

- **Joan M. Tomasino Trust, 98 Chickering Road, (U30-02, -03), lot line adjustment-** Mr. Dell'Aquila stated he reviewed the plan and it meets the ANR guidelines and both lots will be conforming. Mr. Ceppi asked about the frontage on Chickering Road and the frontage requirements in that zoning district. Mr. Viner said it is in the Lake Residential (LR) district and the frontage requirement is 100 feet. Ms. Shiver shared concerns about the wetland information being outdated and Mr. Dell'Aquila stated if they build on the lots than it will be reviewed by Building Department and the Conservation Commission. Also, Ms. Shiver stated that on lot 1 the structures for the well and septic are not listed. Furthermore, Ms. Shiver mentioned she pulled the plan from the Registry of Deeds, book 146 plan 145, and there are errors and the way the plan was drawn it looks like another lot is being created, Mr. Dell'Aquila said that they are not creating another lot but can call the engineer. Mr. Viner noted that the Planning Board can still approve the plan. Mr. Dell'Aquila will discuss with the engineer the concerns of the Planning Board.

MOTION: Ms. Shiver motioned to approve the minutes as submitted

SECOND: Mr. Butensky

DISCUSSION: None

ROLL CALL VOTE:), Mr. Ceppi, Ms. Reed, Mr. Butensky, and Mr. Viner all voted aye, Ms. Shiver voted no, and the motion was carried (vote 4-1)

4. Pre-hearing consultation- CVS, 101 Main Street

Present on the audio conference included Attorney Phil Stoddard, Ron Muller and Kirsten Braun from Muller Enterprise, Doug Grunert from BK Architect, Phil Henry from Civil Design Group, and Doug Benoit and Scott Waymouth from Arista Development.

Doug Benoit, Arista Development, mentioned they wanted this pre-hearing consultation to get the Planning Board comfortable for their next meeting, the construction timeline for this type of project can take 6-8 months. Mr. Benoit stated that his company is familiar with the construction of drug stores.

Phil Henry, Civil Design Group, discussed the plans on page 4, mentioned the workshop that took place with Mr. Dell'Aquila and Billy Krukowski from the Highway Department because the lots are split into different zones. Mr. Henry said that they will need to receive a Special Permit and Mr. Dell'Aquila said that can happen during the site plan approval. Mr. Henry explained that the proposed CVS building will be 13,000 square feet with a drive thru and will have 49 parking spaces. Furthermore, Mr. Henry toughed upon the stormwater drainage, lighting, and utilities.

Ron Muller discussed the traffic study that had been completed for this project. There was much discussion regarding the entrance and exit to and from the site and Mr. Viner and Mr. Butensky mentioned concerns about cars exiting and the line of site and would like the contractor to look at alternate options. Ms. Shiver would like the contractors to show a comparison to the Shrewsbury CVS regarding circulation. Ms. Reed discussed her concerns with the speed limit.

Doug Grunert, BK Architect, briefly discussed the building design, the 3D rendering, and elevations. Mr. Stoddard said they moved away from modern design and feels the building matches downtown Spencer.

5. Board Liaison Reports

- No comments from the Planning Board. Mr. Dell'Aquila mentioned no proposed public meetings for CMRPC.

6. Town Planner Report

- **Revolving Fund Update-** Mr. Dell'Aquila reviewed the memo dated 2/25/2020 from him to Town Administrator, Tom Gregory, regarding funds that have been taken out of the Planning Board revolving account. Mr. Dell'Aquila said that the Westerman charge of \$3,515.93 will be returned to the account because the Accountant moved the money to close out an open account without approval. Additionally, there was \$2,752.32 deducted but will be returned to the revolving account after Town Meeting, therefore, the Planning Board revolving account will be at \$40,000+. Mr. Viner still want to see a ledger regarding all transaction since the beginning of fiscal year 2018. Ms. Shiver asked why the Planning Board needs to review and Mr. Dell'Aquila reminded her that they discussed using funds from the revolving account towards the Master Plan.
- **Zoning Changes-** Town meeting was changed to the first week of June. Mr. Dell'Aquila discussed with the Planning Board the new deadline for the warrant and due to the calendar and Covid-19 the changes may need to get moved to the Fall. The Planning Board member agreed that the zoning may not take place until the Fall or after depending on regulations during the pandemic.

7. General Board Discussion/ New Business- None

MOTION: Mr. Ceppi motioned to adjourn the meeting at 9:28 pm

SECOND: Mr. Butensky

DISCUSSION: None

VOTE: 5-0

Submitted by Monica Santerre-Gervais ODIS Clerk

Approved by the Planning Board on: 6/18/2020

List of Documents used on April 21, 2020

Items sent to Planning Board prior to Meeting by email:

- Agenda
- Application/plans/rendering for 101 Main Street CVS
- Minutes for 2/18/2020 and Special Meeting on March 12, 2020
- ANR plan for Hastings Road/ James Woods and 98 Chickering Road/ Joan Tomasino
- Memo dated 2/25/2020 regarding Planning Board revolving fund

Items submitted at the Meeting:

- None