

PLANNING BOARD MINUTES

Wednesday, March 23, 2022, at 7:00 p.m.

Remote Public Meeting

Members Present: Mark Sprague (Chair), Peter Driscoll (Vice Chair), Michael Gorr, Erik Neyland, James Barr

Also Present: Valerie Oorthuys (Town Planner)

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public meeting of the Town of Bolton Planning Board was conducted via remote participation. No in-person attendance of members of the public were permitted, but the public can access this meeting while in progress using **Zoom Video Communications, Inc. (Zoom)**. Members of the public attending this meeting virtually were allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by telephone, cell phone or personal computer using Zoom.

Directions to connect to the public meeting were provided on the agenda.

A roll call was conducted of all Planning Board members present: Peter Driscoll - Yes, Michael Gorr- Yes; Mark Sprague (Chair)- Yes; Erik Neyland- Yes; James Barr-Yes.

ADMINISTRATION

Correspondence

Planners Report

Green Communities Grant Update

All six projects funded through the Green Communities grant are complete. Staff will submit a Quarterly Report to the State by March 25, and a Final Report by May 11 in order to receive the final grant disbursement. Staff will meet with Guardian Energy, our energy project expeditor, in early summer to consider eligible projects for the fall grant round.

Business District Assessment and Market Analysis Grant Update

The core team for the grant met with the consultant last Monday, March 14 to hear recent progress and next steps, which includes drafting survey questions. Two surveys will be created; one for business owners and business district land owners, and one for residents.

Additional Grant Updates

Staff have submitted two Expressions of Interest through the State's Community One-Stop application. One is for grant funding for consulting services for the Master Plan through Housing Choice, and the other is for a zoning strategy report for Economic Development to build upon forthcoming recommendations from the Business District Assessment and Market Analysis.

Construction Update Request

Staff have sent requests to the developers of the three subdivisions still under construction for spring construction timelines. The subdivisions include Century Mill Estates, Keyes Farm, and Tadmor.

580 Main Street Comprehensive Permit Update

The owner of the Bolton Office Park will submit an ANR plan shortly to divide the parcel between the office use and the residential use. The Comprehensive Permit applicant has indicated that they will seek a modification of the existing 580 Main Special Permit through the Planning Board. The original Special Permit was handled through the Select Board. The modification is anticipated to be in front of the Planning Board either in April or May, at which point the Board may offer comments on the plans for the multi-family development.

Upcoming Meetings

- April 13
 - S. Bolton Road Preliminary FOSPRD continuance
 - Vote on Associate Member

Approval of Meeting Minutes

Michael Gorr moved to accept the minutes of February 17, 2022 and March 9, 2022 as written. 2nd by Pete Driscoll. **All in favor by roll call: Mark Sprague (Chair)- Yes, Pete Driscoll- Yes; Michael Gorr- Yes; Erik Neyland- Yes; James Barr- Yes. (5/0/0).**

PUBLIC HEARINGS

Backland Lot Special Permit, 87 Laurel Road, Map 6.D Parcel 88

Present:

Matt Bosselait, Applicant

David Bosselait, Applicant

Jack Maloney, Dillis & Roy- Engineer for the Applicant

Chair Mark Sprague read the public hearing notice to open the public hearing.

Jack Maloney noted that this application refers to the Approval Not Required plan that the Board approved and endorsed last year. The ANR provided a land swap in order to provide frontage for a Backland Lot, labeled Lot 1 on the plan.

Mark Sprague noted the lot adjacent to Lot 1 is also a Backland Lot. Members of the Board noted the Board has previously granted allowances to locate two Backland Lots directly abutting each other.

Public Input:

Maria Bermann, 26 Corn Road, asked where the house is intended to be located on the lot. Jack Maloney noted the approximate location on the plan.

Valerie Oorthuys asked if there is a trail easement proposed or in existence on the parcel. Matt Bosselait said there is not an easement, but an agreement to allow residents the right to pass and repass over a portion of the land. Matt Bosselait noted that the completion of a trail at that location was agreed upon through a Memorandum of Understanding with the Select Board years ago.

Valerie Oorthuys asked the Board whether they would be interested in granting a waiver for the shared driveway fee, as the curb cut is already installed. The Board agreed to waive 50% of the permit fee, though the surety would still need to be posted.

Joe Bermann, 26 Corn Road, asked if the potential future trail is in fact intended to be located on Lot 1. Jack Maloney noted the trail is mostly off of the Lot, though there is a crossing toward the northern tip of the Lot.

Michael Gorr moved to close the public hearing for the Backland Lot Special Permit at 87 Laurel Road. 2nd by Pete Driscoll. **All in favor by roll call: Mark Sprague (Chair)- Yes, Pete Driscoll- Yes; Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes. (5/0/0).**

Michael Gorr moved to approve the decision for the Backland Lot Special Permit at 87 Laurel Road as amended. 2nd by Pete Driscoll. **All in favor by roll call: Mark Sprague (Chair)- Yes, Pete Driscoll- Yes; Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes. (5/0/0).**

BUSINESS

Review and Approve Request for Proposals for Master Plan Consulting Services

The Planning Board reviewed a draft RFP for Master Plan consulting services.

Michael Gorr moved to adjourn. 2nd by Pete Driscoll. **All in favor by roll call: Mark Sprague (Chair)- Yes, Pete Driscoll- Yes; Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes (5/0/0).**

Respectfully Submitted,
Valerie Oorthuys