

## **PLANNING BOARD MINUTES**

**Wednesday, June 8, 2022, at 7:00 p.m.**

### **Remote Public Meeting**

**Members Present:** Peter Driscoll (Chair), Mark Sprague (Vice Chair), Erik Neyland, Michael Gorr, Bob Roemer (Associate)

**Also Present:** Valerie Oorthuys (Town Planner)

**Absent:** James Barr

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: Pete Driscoll (Chair)- Yes  
Mark Sprague - Yes; Erik Neyland- Yes; Michael Gorr-Yes, Bob Roemer (Associate)- Yes.

## **ADMINISTRATION**

### **Correspondence**

#### **Planner's Report**

##### *Master Plan Updates*

The Select Board approved the allocation of up to \$70,000 of American Rescue Plan Act funds for consulting services for the Master Plan update, bringing the total funding to \$100,000. Staff alerted firms to this funding update and a firm provided a proposal prior to the Request for Proposals deadline. The evaluation committee will meet to review the proposal. In addition, the Town Planner applied for a Housing Choice grant with a request of \$100,000.

##### *Making the Connections*

Grant funding for the transportation pilot program, which provides fully subsidized rides from Clinton Livery to qualifying seniors, will expire before the end of the calendar year. The program is jointly coordinated by the Planning Department and Council on Aging. Staff are working with area Towns involved in Making the Connections on a grant application to extend funding.

### **Approval of Meeting Minutes**

Mark Sprague moved to approve the minutes of May 25, 2022 as written. 2<sup>nd</sup> by Michael Gorr.

**All in favor by roll call: Pete Driscoll (Chair)- Yes, Erik Neyland- Yes; Mark Sprague- Yes; Michael Gorr abstained (3/0/1).**

## **PUBLIC HEARING**

### **Scenic Road and Shade Tree Joint Public Hearing with Tree Warden: Removal of 3 Public Shade Trees, 387 Old Bay Road, Map 5.B Parcel 49**

#### *Present:*

Mark Caisse, Tree Warden  
Jonathan Mechlin, Applicant  
Samantha Sundermeyer, Applicant

Chair Pete Driscoll read the legal notice to open the public hearing.

Jonathan Mechlin provided an overview of the proposal, stating the owner of 387 Old Bay Road intends to grant Lot 2A an access and utility easement in order to site a driveway over their land for access to a buildable lot. The driveway location was selected in part due to the concern for a driveway closer to the intersection with Wilder Road or along the lot's frontage on Wilder Road. Mark Caisse noted that the driveway location as presented has been discussed with and approved by the Department of Public Works Director.

Mark Sprague asked about the ability to plant trees in the area in order to replace the canopy that will be lost. Jonathan Mechlin noted the areas along the rock wall outside of the proposed driveway area are quite vegetated. Mark Caisse agreed, noting that the power lines also run along that side of Old Bay Road so planting trees would not be preferable.

Mark Sprague moved to close the public hearing on the removal of three public shade trees at 387 Old Bay Road. 2<sup>nd</sup> by Michael Gorr. **All in favor by roll call: Pete Driscoll (Chair)- Yes, Erik Neyland- Yes; Michael Gorr- Yes; Mark Sprague- Yes (4/0/0).**

Mark Sprague moved to approve the removal of three public shade trees at 387 Old Bay Road, Map 5.B Parcel 49. 2<sup>nd</sup> by Michael Gorr. **All in favor by roll call: Pete Driscoll (Chair)- Yes, Erik Neyland- Yes; Michael Gorr-Yes; Mark Sprague- Yes (4/0/0).**

### **Preliminary Phase of a Farmland and Open Space Planned Residential Development (FOSPRD), South Bolton Road, Map 2.C Parcel 23**

The Planning Board reviewed a draft decision for the preliminary phase of the FOSPRD and discussed further documentation needed. The Board discussed the installation or preservation of shade trees along the proposed cul-de-sac and the provision of fees in lieu of the construction of a sidewalk within the development.

Mark Sprague moved to continue the public hearing for the Preliminary Phase of a FOSPRD along South Bolton Road to June 22, 2022 at 8:15pm. 2<sup>nd</sup> by Michael Gorr. **All in favor by roll call: Erik Neyland- Yes; Michael Gorr- Yes; Mark Sprague- Yes (4/0/0).**

## **BUSINESS**

**Review Draft Regulatory Opportunity Matrix for Nashua River Communities Resilient Lands Management Project**

The Towns of Bolton and Clinton are working together on a Municipal Vulnerability Preparedness Action Grant, part of which is a review of bylaws and regulations for best practices related to resilient land management. Consultants at BSC Group and Linnean Solutions reviewed zoning bylaws and rules and regulations and provided preliminary responses. Valerie Oorthuys provided the Board with a memo sent to the consultants from the Planning Department.

**Discussion of potential Zoning Bylaw articles for Annual Town Meeting**

The Board reviewed the Town Planner's list of potential items for zoning amendments or adoption at Annual Town Meeting 2023. These include bylaws for Earth Removal, Erosion Control, Tree Protection, and Adaptive Reuse, in addition to amendments of bylaws such as Site Plan Approval, FOSPRDs, Driveways and Parking, Signage, Split Zones, and the Mixed Use Village Overlay District. In addition, the list included a number of Rules and Regulations amendments and potential adoptions. Valerie Oorthuys stated that a handful of permits don't currently have corresponding Rules and Regulations, making administration more difficult. The Board agreed to continue discussions at a future meeting.

Erik Neyland moved to adjourn. 2<sup>nd</sup> by Michael Gorr. **All in favor by roll call: Pete Driscoll (Chair)- Yes, Erik Neyland- Yes; Michael Gorr- Yes; Mark Sprague- Yes (4/0/0).**

Respectfully Submitted,  
Valerie Oorthuys