

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, JULY 12, 2016**

Ms. Gibson-Quigley called the regular meeting of the Planning Board to order at 6:30 PM.

Ms. Gibson-Quigley noted the members present.

**Present:** Charles Blanchard  
Russell Chamberland  
James Cuniff  
Penny Dumas  
Heather Hart  
Sandra Gibson-Quigley, Chair  
Susan Waters, Clerk

**Also Present:** Diane M. Trapasso, Administrative Assistant

Ms. Gibson-Quigley opened the meeting and read the agenda.

**APPROVAL OF MINUTES**

**Motion:** Made by Ms. Waters to approve the amended draft minutes of June 21, 2016.  
**2<sup>nd</sup>:** Ms. Hart  
**Discussion:** None  
**Vote:** 7 – 0

**CONTINUATION OF PUBLIC HEARING - SOLECT ENERGY  
DEVELOPMENT, LLC IS REQUESTING SITE PLAN APPROVAL TO  
CONSTRUCT A (1) 1.9 MV SOLAR ARRAYS ON A PORTION OF PROPERTY  
OF 361 + ACRES OF LAND. THE PROPERTY LOCATION IS OLD  
STURBRIDGE VILLAGE AT 1 OLD STURBRIDGE VILLAGE ROAD.**

**Materials presented:**

Application for Site Plan Approval – Solect Energy Development – received 5/19/2016

Solect Energy Development Proposed Solar Array – located at 1 Old Sturbridge Village Road – prepared by Bertin Energy – plan date 5/19/2016 – project #25-6332 – DWG # CVR – received 5/19/2016 – revision #1 – dated 6/23/2016 – revision #2 – dated 7/12/2016

Stormwater Drainage Analysis – Proposed Solar Site Plan for Solect Energy Development, LLC – BEI Job # 15-633 – received 5/19/2016 – 6/23/2016 & 7/8/2016

Old Sturbridge Village – Proposed Solar PV Project – received 5/20/2016

Peer Review - Quinn Engineering – dated 6/17/2016 & June 30, 2016 & July 5, 2016

GERI Testing Certificate – received 6/30/2016

Bertin Engineering – Re: 1 Old Sturbridge Village Road – Solar Installation  
Decommissioning Estimate – dated 6/21/2016

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Morse, DPW Director (dated 7/7/2016)
- Ms. Terry, Interim BOH Agent
- Lt. Marinelli, Fire Inspector
- Chief Zinther, Fire Chief – dated 6/21/2016

Ms. Gibson-Quigley stated that since the Board just received the revised plans from Bertin Engineering addressing the concerns of the DPW Director and Mr. Quinn, the Board will review each comment from Mr. Quinn and DPW, and have Bertin show on the plans how each issue has been addressed.

The Board had the following concerns, comments and questions:

- The glare analysis – Mr. Linera stated that since there are no immediate abutters near the property – there was no need to spend the money on a full scale report – they are asking the Board to waive the requirement of a glare report
- Difference in the surety amount – Solec Energy estimate is much lower than Quinn Energy – Mr. Linera stated that their estimate is lower because they factor in salvage of the materials– The Board wishes to stay with the \$98,866.00 amount by Quinn Engineering and will be stated as a condition
- Question about who owns the water main – some legal document should be secured between the Town and OSV – The Board will send a letter to the BOS and request them to come to some agreement with OSV
- The Board request that the DPW and Solec Energy work on signage suitable for the water main and underground electric which will warn and protect workers who excavate to repair the water main of the presence of adjacent underground electrical supply lines – The Board will add this as a condition
- Has Solec Energy heard from Army Corps of Engineers for approval – Mr. Linera stated not yet. – The Board will add this as a condition.
- #19 on Quinn's report – Ms. Wilson stated all on the property – not touching the setback – shown on the revised plans
- All of Mr. Morse's concerns were resolved - #5 – Mr. Linera stated if flooding occurs the system will shut down
- Concern with noise during construction in the early morning hours (construction within the historic part of the Museum will take place between 2 AM and 9 AM) – Mr. Linera stated that there are no abutters close by and

they are using small equipment – if it does become a problem the Board can re-evaluate the time and go from there

**Motion:** Made by Mr. Chamberland to waive the requirement of a glare analysis report under Chapter 29.3 (b) 4.

**2<sup>nd</sup>:** Mr. Blanchard

**Discussion:** None

**Vote:** 7 - 0

**Motion:** Made by Mr. Cunniff to close the public hearing.

**2<sup>nd</sup>:** Mr. Blanchard

**Discussion:** None

**Vote:** 7 – 0

**Motion:** Made by Mr. Chamberland to grant site plan approval to Solect Energy Development, LLC to construct a (1) 1.9 MV solar arrays on a portion of property of 361+ acres of land. The property is located at Old Sturbridge Village at 1 Old Sturbridge Village Road: with the following Conditions:

1. Construction, operation and maintenance of this facility shall be as described on the plans and supporting documentation provided with the application submitted to and approved by the Planning Board.
2. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
3. All other necessary permits and approvals must be obtained prior to the start of construction.
4. The site shall be kept in a neat and orderly condition throughout the construction process. All trash and debris shall be removed from the site at regular intervals.
5. Exterior construction shall only occur during the hours of 7:00 AM to 7:00 PM Monday through Friday, and from 8:00 AM to Noon on Saturday. Additionally, as requested by Old Sturbridge Village, exterior construction may occur from 2:00 AM to 9:00 AM Monday through Saturday only within the historic campus of the Museum (should any noise complaints be received regarding the work occurring at this time, the Planning Board will reconsider this condition). No exterior construction shall occur on Sundays or State Holidays as follows: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving and Christmas.
6. The applicant/developer shall provide no less than forty-eight hour notice prior to the start of any construction activity including clearing.
7. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.
8. A construction liaison shall be identified for this project. The liaison shall serve as the single point of contact for the Planning Department and other staff during the duration of the construction activity.
9. A copy of the approved plan and all orders of conditions and notices of decision shall be on site at all times. Contractors working on site shall be familiar with the conditions of approval.

10. A pre-construction meeting shall be held with the Town Planner, Conservation Agent, DPW Director and any other pertinent town personnel.
11. A staging area shall be identified prior to the start of construction. The staging area shall be discussed at the pre-construction site meeting and shall be in a location acceptable to the Town Planner, Conservation Agent and DPW Director.
12. Prior to ground disturbance of any kind, the project work areas and limits of disturbance shall be clearly delineated by stakes, flags or other clearly identifiable method.
13. Prior to ground disturbance all erosion control measures shall be installed.
14. No vehicles or equipment shall be refueled within 100' of a wetland or drainage area unless a bermed and lined re-fueling area is constructed. Any vehicles driven and/or operated within or adjacent to drainage areas or wetlands shall be inspected and maintained daily to prevent leaks.
15. A Knox box shall be required for the chain link fence around each array with keys being provided to public safety personnel.
16. All black chain link fencing shall be installed with a clearance of 6" above ground to allow for movement of smaller species.
17. The applicant/developer shall be responsible to maintain the access roads to the project in a viable condition for emergency vehicles on a continuing basis.
18. The applicant/developer shall submit periodic construction reports that provide details of work occurring on site, condition of erosion control measures, compliance with conditions of approval and any issues encountered during construction. The frequency of reporting shall be established at the pre-construction meeting.
19. Prior to energization or final inspection, whichever occurs first, the applicant/developer shall install electrical safety signage on all solar arrays in the immediate vicinity of all wiring and on all electrical conduit using weather resistant and fade proof materials. The purpose of this measure is to reduce the risk of electric shock.
20. Prior to energization or final inspection, whichever occurs first, the applicant/developer shall provide appropriate training for emergency personnel of the Town of Sturbridge. Training to be arranged through the Police Chief and Fire Chief and the details of such training shall be provided to the Planning Department in advance of the training.
21. The applicant/developer shall be responsible for restoring all public roads, easements, rights of way (ROW) and infrastructure (signs, guard rails, etc.) within the public right of way that have been damaged due to project-related construction activities.
22. Two copies of an as-built plan shall be provided to the Planning Department after completion of construction.
23. The applicant shall install buffer plantings as shown on the plan submitted. The Planning Board and/or its designee shall review the proposed plantings on the site prior to installation to ensure appropriate placement. The Board reserves the right to require additional plantings be installed if deemed necessary to provide appropriate buffering.
24. The applicant must provide a copy of the US Army Corp of Engineers approval prior to the start of construction and further, if any plan modifications are required as a result of this approval that the applicant return to the Board to discuss the modifications with the Board.

25. The applicant shall submit a surety in the amount of \$98,866.00 to cover the costs associated with removal and site restoration.
26. The applicant will meet and discuss with the DPW Director surface marking or signage of the water main and the underground electric, which warns and protects workers who excavate to repair the water main of the presence of the adjacent underground electrical supply lines.

**2<sup>nd</sup>:** Ms. Waters

**Discussion:** None

**Vote:** 7 – 0

**WAIVER OF SITE PLAN APPROVAL – DENNIS MCCURDY IS REQUESTING A WAIVER OF SITE PLAN APPROVAL TO ADD A HAIR SALON AS AN ADDITIONAL TENANT. THE PROPERTY IS LOCATED AT 212 MAIN STREET.**

**Materials presented:**

Application for Waiver of Site Plan Approval – Dennis McCurdy – received 7/5/2016

Parking Plan for Dennis McCurdy – 212 Main Street

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Terry, Interim BOH Agent
- Mr. Morse, DPW Director
- Mr. Burlingame, Building Commissioner
- Lt. Marinelli, Fire Inspector
- Mr. Colburn, Conservation Agent

Mr. McCurdy, the property owner spoke on his own behalf. Mr. McCurdy stated that he has a tenant who wants to open a hair salon in his building. There is plenty of parking. The hair salon will have two chairs.

The Board had the following concern, comments and questions:

- Will there be a dumpster - Mr. McCurdy stated that there will be no dumpster
- Maybe if a grant is issued for planting street trees Mr. McCurdy could plant a couple – Mr. McCurdy stated he would consider it

**Motion:** Made by Mr. Blanchard to approve Waiver of Site Plan Approval to Dennis McCurdy to add a hair salon as an additional tenant to the property located at 212 Main Street with the following conditions:

1. All State and Local Zoning Bylaws, Building Codes, and other Regulations must be adhered to.
2. All other necessary permits and approvals must be obtained prior to the start of construction. If any required approvals are not obtained and the plans must be

modified, the applicant shall present revised plans to the Board for review and approval.  
**2<sup>nd</sup>:** Ms. Waters  
**Discussion:** None  
**Vote:** 7 - 0

### **TOWN PLANNER**

Kevin Filchak – Economic Development/Tourism - started July 11, 2016

40B – Five Leaves at Sturbridge – appeal period ended June 30, 2016 – no appeals

Ms. Murawski, Town Clerk – submitted her resignation as of August 5, 2016

### **OLD/NEW BUSINESS**

None

### **NEXT MEETING**

August 2, 2016

On a motion made by Mr. Chamberland, and seconded by Mr. Cunniff, and voted 7– 0, the meeting adjourned at 8:10 PM.