

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, January 9, 2024  
Town Hall**

**Present:**

Charlie Blanchard  
Wally Hersee  
David Bourbeau  
Brad Goodwin  
Taylor Stedman  
Dane LaBonte  
Sue Waters  
Jean Bubon, Town Planner  
Jeneé Lacy, Administrative Assistant



**Also Present:**

Matt St. Laurent, NBM Realty  
Ron Mendes, Graves Engineering (Virtual)

C. Blanchard called the meeting to order at 6:30pm and read the agenda.

**ANR – If Any**

No ANRs filed.

**Approval of Minutes**

November 21, 2023

**Motion: To approve the minutes of November 21, 2023 as written.**

**By: S. Waters**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

December 19, 2023

**Motion: To approve the minutes of December 19, 2023 as written.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

**Town Planner Report**

J. Bubon discussed the following:

- The Town office hours are changing starting February 5<sup>th</sup> – Monday will be the late night, not Tuesday. Still needs to figure out how the Planning Office will operate since there are 3 Tuesday meetings and 1 Wednesday meeting a month.
  - S. Waters asked why it was changed. J. Bubon stated that it was suggested at a Board of Selectman’s meeting and the BOS voted to approve it.

**Continuation of Public Hearing – Site Plan Review – Strubridge PV, LLC – 200 Haynes Street**

J. Bubon stated that due to the inclement weather the applicant was stuck in traffic and wouldn’t be able to make the meeting and that the applicant had requested a continuation. J. Bubon recommended that the Board vote to continue the public hearing to February 13<sup>th</sup> at 6:45pm.

**Motion: To continue the Public Hearing for Strubridge PV, LLC to February 13, 2024 at 6:45pm.**

**By: D. Bourbeau**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

**Old/New Business**

- W. Hersee asked about the status of the small manufacturing facility across from the Stop & Shop plaza that was approved by Planning Board.
  - J. Bubon stated that it was approved by the Planning Board and Conservation Commission and that the applicant was probably trying to get a tenant to fill the space.
- T. Stedman stated that he was at the Pilot truck stop recently and it looks like the issue with the trucks parking past the no parking signs has cleared up.
- D. Bourbeau asked if the Verizon antenna, that was going to be added to a utility pole across from Teddy G’s, was working yet.
  - J. Bubon stated that she wasn’t sure, the project was completed and approved but she can reach out to the applicant and find out.

**Town Planner Report Continued**

J. Bubon discussed the following:

- The budget for the Affordable Housing Trust was approved by the Community Preservation Committee.
  - W. Hersee discussed what had changed since last years denied request to the CPC.
- Finished the Historic Preservation Plan.
  - C. Blanchard discussed that he Historic Commission would be presenting to the Planning Board and the Board of Selectmen.

- J. Bubon discussed the historic inventory Story Map and asked W. Hersee if we could add some of his historic Facebook posts to the website. W. Hersee thought that was a great idea.
- D. LaBonte asked about the storymap and asked if it was connected to the GIS on the Town website. J. Bubon stated that it was and that the Planning Department was working with Tighe & Bond.
- J. Bubon asked W. Hersee if the fund requested by the Historic Commission were approved by CPC. W. Hersee stated that he believed there were.
- S. Waters asked what the current status of the Senior Center was.
  - C. Blanchard stated that they are making good progress and gave an update on the status.
- Next meeting dates:
  - January 23<sup>rd</sup> – 92 Stallion Hill Road Special Permit continuation
  - February 13<sup>th</sup>
  - February 27<sup>th</sup>
- Stated that she would be attending the upcoming MMA conference to give a presentation on the 2011 Tornado.

**Continuation of Public Hearing – Site Plan Approval – STL505, LLC – 505 Main Street**

Matt St. Laurent came before the Board.

J. Bubon gave an update on the project and stated that the Board was supplied with revised site plans and that she would recommend the Board vote on a landscape waiver and then vote to continue the Public Hearing to February 13<sup>th</sup> at 6:35pm.

R. Mendez, Graves Engineering, presented to the Board. He discussed changes to the parking lot and preparing response to the DEP issues.

- D. LaBonte asked for clarification on the DEP notification and asked if there was anything more that could be done on the site for infiltration. R. Mendez discussed site infiltration options and what was feasible.
- D. LaBonte discussed the parking lot and possible snow storage issues. R. Mendez stated that another method would be needed to take snow offsite. J. Bubon stated that she has made a condition for approval that “all snow storage shall be in the location designated on the plan and snow shall be removed from site during large storm events as needed.”
- J. Bubon asked R. Mendes to clarify where snowmelt would drain to from the new designated snow storage area. R. Mendes discussed snowmelt runoff infiltration through crushed stone and the infiltration basin.
- D. Bourbeau asked if the federal government had any involvement with the wetland boundaries on the site and asked what the compliant setback from the street would be and if it would need a variance. J. Bubon stated that there is both a local wetlands bylaw and there is the Wetlands Protection Act that governs as well. She also stated that the conforming setback would be 25 feet from the street but because the structure is pre-existing non-conforming the applicant has received a Special Permit from the ZBA for a street setback of 11.7 feet.

**Motion: To approve a waiver of full compliance with the landscaping, screening and buffer section of the bylaw based on site constraints.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

**Motion: To continue the Public Hearing for 505 Main Street to February 13, 2024 at 6:35pm.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

**Adjournment**

**Motion: To adjourn meeting.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (7-0)**

Meeting adjourned at 7:16 PM

Minutes prepared by: Jeneé Lacy