

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, October 24, 2023  
Town Hall**

**Present:**

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



**Also Present:**

James Bernardino, CMG Engineering  
Arthur Breault, Cornerstone Bank  
Kevin St. Pierre, Cornerstone Bank

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

**ANR – If Any**

No ANRs filed.

**Approval of Minutes**

October 10, 2023

**Motion: To approve the minutes of October 10, 2023 as amended.**

**By: W. Hersee**

**2<sup>nd</sup>: D. LaBonte**

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

**Town Planner Report**

J. Bubon discussed the following:

- The previously discussed ANR won't be coming before the Board, they found a recorded plan that had never been updated in Town records.
- Escape the Pike (179 Main Street) will be expanding their operation into the space that was occupied by Max Nutrition. Originally envisioned as having 7 games, the space only accommodated 5 games since each was made a bit larger. This new space should allow the addition of 3 games for a total of 8. There is sufficient parking and no additional approvals are needed with the exception of building and fire approvals.

- Members of the Historic Commission will be coming in to meet with the Planning Board at a future meeting to discuss the new Historic Preservation Plan.
- Next Meeting Dates:
  - November 21<sup>st</sup> will be the only Planning Board meeting in November and will be held at the Town Hall because of the continued issues with the AV equipment at the Center Office Building.
  - December 12<sup>th</sup> – will likely be the only meeting in December.

**Public Hearing – Site Plan Review – Cornerstone Bank – 200 Charlton Road**

S. Waters read the legal ad that was posted in the Southbridge Evening News.

J. Bubon introduced the applicants and gave a brief background on the proposed project stating that the applicant was requesting Site Plan Review to allow the demolition of the existing ATM's, teller window, and associates canopy and the construction of new ITM's with an associated canopy.

J. Bernardino, A. Breault and K. St. Pierre came before the Planning Board. J. Bernardino presented the project to relocate ITMs to the back of the building, discussed the demolition plan, new flow of traffic, future signalized intersection, landscaping plan and stated that there would be no impacts for public utilities.

C. Blanchard asked if there were any questions from the Board or the Public.

T. Stedman asked if the new ITMs would have the same pneumatic systems as the old ATMs. J. Bernardino stated that the new ITMs were all digital and would not longer use the pneumatic system.

There were no comments or questions from the public.

J. Bubon read the conditions of approval:

1. All site improvements shall be in conformance with the plans and specifications submitted 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 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.
5. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to Noon on Saturday. No exterior construction shall occur on Sundays or the following holidays – New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
6. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. and Planning Department 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.

7. An as-built must be provided for all site work including plantings when the work has been completed.

**Motion: To close the Public Hearing.**

**By: D. LaBonte**

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

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

**Motion: To grant Site Plan Approval for Cornerstone Bank, 200 Charlton Road as requested with conditions.**

**By: D. LaBonte**

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

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

*Documents Reviewed:*

- *Site Plan Review application;*
- *Certified abutters list;*
- *Legal Notice;*
- *Site Plan narrative from CMG – 67 Hall Road, Sturbridge, MA 01566 dated August 31, 2023;*
- *Plan entitled “Proposed ITM Drive-Thru Improvements – 200 Charlton Road, Sturbridge, MA 01566”, prepared by CMG Engineering Services – 67 Hall Road, Sturbridge, MA 01566. Plan date 8/31/2023;*
- *Town Planner Report;*
- *Departmental Memos;*

**Old/New Business**

S. Waters asked if there were any updates on the following:

- Nardelli’s
  - J. Bubon stated that Nardelli’s is still going to open with the Noble station.
- The Brazilian market
  - J. Bubon hasn’t heard back from the owner of the Brazilian market yet.
- The new Mexican restaurant
  - The Mexican restaurant is still moving forward, finishing inside.
- How close MassDOT was to finishing so that Noble could move forward and asked if the Economic Development Coordinator was helping.
  - J. Bubon stated that they were getting close and that her and the Town Administrator have been working with MassDOT, the Economic Development Coordinator has been helping Noble with other items.

D. LaBonte asked about the following:

- If there was any movement with the Alrig project.
  - J. Bubon stated that the property is back on the market so she is going to reach out for more information.
- If there was anything proposed going in next to Panera.

- J. Bubon stated that there was no movement at that property.
- If the legal notices for Special Permits could be shortened.
  - J. Bubon discussed what legal notices needed to contain via MA State Law and stated that a condensed version can be made to be read at the meeting.

### **Adjournment**

**Motion: To adjourn meeting.**

**By: D. LaBonte**

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

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

Meeting adjourned at 6:55 PM

Minutes prepared by: Jeneé Lacy