

**Palmer Planning Board
Planning Board Meeting Minutes
Monday, March 25th, 2024**

I. Call to Order

Chairman Michael Marciniac called the meeting to order at 7:06 PM on Monday, March 25th, 2024, in the Planning Department Office. Vice Chairman Norman Czech, Clerk Shelby Lamothe, Members Scott Day and Michael Dee were present. Also present was Town Planner Heidi Mannarino recording minutes.

Public Hearings:

7:00 PM: Palmer Foundry – Site Plan Approval: The applicant, Palmer Foundry Inc., is seeking a Site Plan Approval as allowed under section 171.29 to construct a building addition, relocate the existing sewage disposal system, and expand the Stormwater Management system on the property located at 22 Mt. Dumplin Road, Palmer. This parcel is also known as Assessor’s Map 19, Lots 9 & 10.

New Business:

- ***SANR- Lot Reconfiguration, 65 St John Street & 464 Old Warren Road***
- ***Meeting Minutes: 3/11/2024***
- ***Abutting Town Notices***
- ***Interest Allocation Report***

Old Business:

Board Member Comments:

- ***Masterplan Implementation Committee Update***
- ***Subdivision Control Law and OSRD***

Town Planner Update:

- ***Discussion on Zoning Issue***

Next Meeting Date: April 22nd, 2024 at 7:00 PM

II. Public Hearings:

7:00 PM: Palmer Foundry – Site Plan Approval

Chairman M. Marciniac opened the meeting at 7:06 PM. Town Planner H. Mannarino read the public hearing notice.

Don Frydryk of Sherman & Frydryk gave an overview of the project, emphasizing that the improvements to the stormwater management system will account for the proposed new addition. Rob Logan, President of the Palmer Foundry, expounded upon the necessity of an addition, noting that it will allow for process flow to improve.

M. Marciniac stated that he has observed employees parking on the street at this site. He asked how many employees work there currently. R. Logan replied that there are 102 employees total between 2 shifts, roughly at a 60/40 split. H. Mannarino noted that the existing 53 parking spaces at this site would be insufficient according to the Palmer Zoning Ordinance, and that they will need to request a waiver of strict compliance if they do not plan on adding spaces.

D. Frydryk addressed the peer review comments made by John Furman of VHB. M. Marciniac stated that when he visited the site, he noticed vegetation in the understory was providing substantial buffer for surrounding properties. He suggested putting some plantings within the fence surrounding the detention basin to ensure there is proper screening. M. Marciniac also noted that the detention basin seemed to be functioning properly, as it was dry within 72 hours of a rain event when he visited. R. Logan noted the yearly maintenance on the basin.

M. Maciniac inquired about the feasibility of implementing a turn-around behind the building for emergency vehicles, noting a fire that occurred at this location previously. S. Day asked when there was a fire, to which R. Logan replied that it occurred in February of 2001, and that the elevation drops off behind the building making it difficult to expand access there.

A motion to approve the waivers for televising of drainage pipes, erosion and sediment control plan, and basin slope was made by N. Czech, seconded by M. Dee. The motion passed 5-0.

A motion to continue the hearing until April 22nd, 2024 at 7:30 PM was made by M. Dee, seconded by S. Lamothe. The motion passed 5-0.

New Business:

SANR- Lot Reconfiguration, 65 St John Street & 464 Old Warren Road

M. Marciniac commented on the use of a solid line rather than a dotted line used to show the portion of the larger parcel being joined to the smaller parcel on St. John St. He added that typically this would show them as separate parcels, however the notes describe this as being reconfigured as one. Brief discussion ensued.

M. Dee made a motion to approve the plans for the SANR (lot reconfiguration) for 65 St John Street and 464 Old Warren Road dated 3/3/24, S. Day seconded. Motion passed 5-0.

Minutes

A motion to approve the minutes of 3/11/2024 as written was made by S. Day, seconded by M. Dee. The motion passed 5-0.

Abutting Town Notices & Interest Allocation Report

The abutting town notices were available in the Board's dropbox for review.

Interest Allocation Report

The interest allocation report was available in the Board's dropbox for review.

Board Member Comments:

Masterplan Implementation Committee Update

There was no update at this time.

Subdivision Control Law and OSRD

M. Marciniac reminded the Board that there may be an OSRD plan coming before them in the near future and advised that all members review subdivision rules and regulations. H. Mannarino added

that she will pass along materials she received about Subdivision Control Law from the CPTC conference earlier in March.

Town Planner Update:

Zoning Issue

H. Mannarino briefed the Board on a zoning issue that recently came up in the office. She noted that there was an issue with the Table of Dimensional and Density Regulations, specifically that it has separate sections for with and without town water and sewer in residential zones, but does not specify whether it is required for an applicant to tie in. She explained a case where this has led to differing interpretations.

Brief discussion ensued.

Adjournment

A motion to adjourn the meeting at 8:23 PM was made by M. Dee, seconded by N. Czech. The motion passed 5-0.



Shelby LaMothe, Clerk