

**Rochester Planning Board
Minutes of January 26, 2021**

Present: Arnold Johnson, Chairman
Gary Florindo, Vice Chairman
Bendrix Bailey, Clerk
Lee Carr
John DeMaggio
Chris Silveira

Absent: Michael Murphy, Associate Clerk

Steven Starrett, Town Planner
Tanya Ventura, Board Administrator
Marissa Perez-Dormitzer, Recording Secretary

The meeting convened in-person and via Zoom Meeting ID 890 1918 0666. All Members joined in-person at the Town Hall Meeting Room. Chairman Johnson called the meeting to order at 7:10 p.m. and stated the meeting was being recorded.

BOARD BUSINESS

Minutes

A motion to approve the minutes of December 8, 2020 was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

Vouchers

A motion for the Chairman to sign for the Board was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

A motion to approve a voucher for Field Engineering Co., Inc/40R Cranberry Highway/Invoice # 14077 in the amount of \$1,750.00 was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

A motion to approve a voucher for Field Engineering Co., Inc/Old Middleboro Road/Invoice# 14076 in the amount of \$877.67 was made by Member Carr and seconded by Clerk Bailey. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

A motion to approve a voucher for Field Engineering Co., Inc/Snipatuit Road Solar/Invoice# 14078 in the amount of \$500.00 was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

Chairman Johnson suspended the meeting at 7:13 p.m. due to problems with the audio on Zoom. The meeting resumed at 7:23 p.m.

PUBLIC MEETINGS:

Approval Not Required Application

William Clapp, for property located at 52 Clapp Road, Map 30, Lots 2A, 2B, & 3

Matthew Leone of Schneider, Davignon & Leone, Inc. shared his screen showing the plan. He explained the property owner was looking to create Lot 1 from land in Lot 2B. The remaining land and dwelling would become Lot 2. He noted the parcels were currently under different ownership, one being the Estate of Raymond Clapp (Lot 2B) and the other owned by the Clapp Nominee Trust

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(2A and 3). As part of the process, they were trying to clarify the title issues. Mr. Leone reported the wetland line on the property was evaluated and confirmed through an Abbreviated Notice of Resource Area Delineation filed with the Conservation Commission in June 2020. He noted the intent was to create a conveyable lot which was Lot 1.

Chairman Johnson asked about another lot nearby and if it had a different owner. Mr. Leone stated it was owned by M & K Realty Services. He noted the lot had already come out and was not part of the proposal.

A motion to approve the plan Approval Not Required at 57 Clapp Road dated January 4, 2021 was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

BOARD BUSINESS

Review and Approve FY2022 Budget

Town Planner Starrett reported he made minor adjustments to the budget that involved moving funds around to add offsite storage. Chairman Johnson stated funds would need to be added back in the line for the Registry of Deeds for recording. He suggested an additional \$150.00.

There was discussion about the \$1,200.00 added to the budget for offsite storage. Town Planner Starrett stated that the Town Administrator and other Town departments were already using the service. He explained the service would be utilized for files currently stored in the Town Hall Annex that were hardly ever used. There would be an index to the files and files could be requested as needed. Town Planner Starrett mentioned there was a cost to retrieve each box in addition to a monthly fee.

Chairman Johnson stated he wanted to see a proposal. Clerk Bailey suggested looking at the cost of scanning and storing the documents electronically for comparison. There was discussion about whether the originals would need to be retained if they were scanned. Chairman Johnson noted they would need to discuss what files would be stored off site. Clerk Bailey explained that he had difficulty finding particular files in the boxes and noted they would be difficult to index. Chairman Johnson asked when the budget was due and Tanya Ventura, Board Administrator, responded that it was due the next morning. Ms. Ventura suggested scanning the old files and keeping the hard copies offsite. Town Planner Starrett stated he would speak with Blair Bailey, Town Counsel, about whether they needed to keep the hard copies. Chairman Johnson suggested continuing the discussion at the next meeting. At that time, they would have a legal opinion on what to keep and actual numbers on the costs.

Draft Decision: Site Plan Review/Trinity Solar/323 Rounseville Road

There was brief discussion about the draft decision for the solar panels on the roof of the clubhouse at the golf course. Ms. Ventura verified the applicant had received the draft decision. Chairman Johnson stated they would vote on it at the next meeting.

Final Decision/Rochester Crossroads 40R/Steen Realty & Development

Chairman Johnson reported that a few changes had been made to the decision including the addition of a Special Condition 19 based on a request from Danielle Dufault, an attorney representing Colbea Enterprises.

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Ken Steen of Steen Realty & Development stated he was satisfied with the language in Special Condition 19. Ms. Dufault asked to clarify the numbering of the special conditions. Town Planner Starrett responded that Special Conditions 19 and 20 had been combined. Ms. Dufault stated the language in Special Condition 19 was acceptable.

A motion to approve and sign the decision as written was made by Clerk Bailey and seconded by Member Carr. **The motion passed by a roll call vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

TOWN PLANNER UPDATES

Town Planner Starrett reported that construction had started on phase one at the Village at Plumb Corner. The work included tree clearing and construction of Sarah Beth Lane and the clubhouse. He noted they hoped to have people move in the phase one units in September.

Town Planner Starrett reported that grading and site work at the Old Middleboro Road project was finishing up for the winter.

Chairman Johnson asked about holding a site visit for the Cushman Road solar project. Town Planner Starrett reported the limit of work and road had been staked and the applicant was ready for a site visit. A site visit was scheduled for February 6, 2021 at 3:00 p.m.

There was brief discussion about information needed to calculate the bond amount for Connet Woods. Chairman Johnson also mentioned there was a question about a cinder block building on the property and whether they planned to secure the building or tear it down. Town Planner Starrett stated he planned to meet with Stephen Meltzer of Edgewood Development Company LLC about the various issues.

Chairman Johnson thanked the Rochester Memorial School for allowing the Board to meet in the school.

ADJOURNMENT

A motion to adjourn at 8:07 p.m. was made by Member DeMaggio and seconded by Clerk Bailey. **The motion passed by a vote of 6 in favor, 0 opposed, 0 abstained (6-0-0).**

Marissa Perez-Dormitzer, Recording Secretary

Arnold Johnson, Chairman