**Planning Board**

**Town of Wales, MA**

**Wales Town Offices**

**12/11/17; 7:00 p.m.**

Present: James Whalen (JW); Keith Hood (KH); Danelle LaFlower (DL); William Matchett (WM); Jason Oney (JO); Ryan Wingerter (RW)

Guests: Donald Frydryk; Susan Anderson

Bill opened the meeting at 7:01 p.m.

**SOLAR BY-LAW**

Donald Frydryk; in attendance on behalf of NEXAMP to see what the new solar items are

Leis (Town Clerk); stated that the by-laws are under review at the Attorney General’s Office.

JW; presented a check list/comparison of fees for solar developments by surrounding towns. The list includes Spencer, Holland, Sturbridge, Brimfield, and Monson. JW; stated that Holland’s fees were very confusing based on multipliers that Jack Keough could probably answer. JW; stated that they use a multiplier method that is supposed to be a fair and equitable means.

DL; stated that she has looked up other developments on the internet.

DL; questioned the peer review fee.

JW; stated, that he looked at Palmers fees which are completely different than the others from the list he created (not included on the list).

BM; noted that Brimfield does not have a lot of commercial development.

JW; stated, that he believes the reason Wales is being looked at for site fees, is because the others are not clear and Wales has the potential to make it clearer. JW; also stated that other towns may be doing themselves a disfavor by having confusing and extensive fees.

WM; stated, that the board needs to add a peer review fee as well as a special permit application fee.

JW; stated, we will use our existing special permit fee rather than adding another fee.

JO; agreed that there needs to be a peer review.

DL; asked, do we take the money for a peer review and give back the remaining balance?

JO; stated, the Town of Brimfield reimburses, and that’s what we would do.

WM; asked for thoughts on the amount and wording. WM; also asked if fees should be based on total cost of construction?

DL; asked, if the cost would be based on anticipates cost or final cost?

JW; stated, we are not paying a planner, just a peer review.

DL; stated, Sturbridge states that a special use permit may be needed.

WM; stated, a special permit would be a camp ground, restaurant etc..

WM; stated, the cost of construction seems to be the best method.

JW; stated, if we did it based on cost of construction, there may be potential to have a bad developer.

KH; asked, when applying for a building permit, do you need to provide a cost estimate?

WM; responded, yes. When it comes to a building inspector, we have a professional inspector who knows the costs of building construction. Where compared to a solar development, the town may not have that expertise.

JW; stated, that he was ok with an estimated amount.

KH; stated, that he believes that Brimfield’s fees are to low, but we could follow that pattern. We should just do a flat fee. However, $50 is to low and $3,000 to high.

JW; asked, if we are including the planning board sending out notices to abutters?

WM; stated, that setting the fees at $1500 to cover advertisement costs, $100 to file, and $300/per site plan review, I am trying to be fair but also trying to cover the costs of the town.

WM; stated, that the special permit is currently $62.50 and we will do a $65 permit fee, a $400 site plan review, and the cost of advertising.

WM; asked, if the site plan changes, does the developer need to pay for a site plan review again?

JW; stated, if it is substantial.

WM; stated, each peer review will have a separate charge. Also, a fee of $2/1000 sq.ft. of land.

KH; asked, if it was for disturbed land?

JO; stated, that disturbed land criteria should not be used.

WM; stated, that he believed it should be for the entire parcel.

DL, KH, JO, JW; agreed, that they believed that the fee for entire parcel would not be fair.

RW; stated, this is why total cost would be a better idea.

KH; stated, that we are recommending to the board of selectmen.

JW; suggested, that someone motion to provide to the Board of Selectmen the following, $65 to file, $400 plan review, $2/$1,000 contract amount, or $125/sq.ft. and peer review cost

KH; so moved, but requested further discussion,

JO, DL; Second.

KH; stated, he wants the language of ***PER*** pear review to cover the cost of additional review periods.

WM; asked, if they should take out the $125/sq.ft., or should it be lower?

DL; stated, she believes that the developer’s cost would be accurate due to using engineering firms to develop the site plans.

JW; moved to strike the $125/sq.ft..

KH; stated to amend his motion to strike $125/sq.ft..

JW; motioned to propose to the Board of Selectman, a $65 fee to file, a $400 site plan review, actual fee for the cost of ads and abutter notice, $3/$1,000 cost of construction, and per peer review actual cost.

JO; second, all in favor.

**MINUTE REVIEW FROM 11/13/17**

KH; made a motion to approve the minutes from 11/13/17 as amended.

JO; second, all in favor.

**NEXAMP**

Donald Frydryk; stated, that the chapter land will not be allowed until a permit is issued.

WM; stated, that the lease agreement started a year ago, and they (NEXAMP) knew they would start the process and did not notify the town.

WM, JW; stated, that they needs to contact town counsel.

WM; asked, if every time we contact our attorney does it cost us money?

JW; responded, yes. I need to see where we are with town council. He bills $75/hr. or actual time.

WM; stated, the board needs to be able to cover these costs in the fees for budget purpose.

Donald Frydryk; asked for clarification of the solar by-law, and asked if it is staying the same?

JW; responded, the original by-law is the one the AG (Attorney General) is reviewing. The check list includes the highway department as well.

**NEW BUSINESS**

DL; stated, she spoke to Bruce about the roads list. She measured 3 roads. Bruce was fine with G.I.S. distance. She also wants to add +/- for G.I.S., Heegan St. should be a town road, and the fire chief did not like that we called that part of Walker Rd. Dirt Jeep Road. The police chief or fire chief would like it changed to unimproved.

WM; stated, he believes it is already classified as a town road.

DL; stated, that the town should amend the towns road list, but need to notify abutters. She will send a copy of the law to the board.

WM; stated, he believes they do not need a public hearing and it can just go before the board.

**PVPC**

JW; stated, that local assistant from PVPC; DOTA money is available if we (the town) wanted to do a project such as a master plan or have help with by-laws. The selectman are applying for the IT money and housing rehab, and roads list under the best practices section. JW; suggested, that we apply as a board for the master plan assistance again. The board did a lot of work on the by-laws and lost sight of the master plan. It should come back. We have a draft and it would be nice to complete.

WM, DL; stated, they believe it is a great idea for the master plan.

WM; stated, it may be tough to take on the master plan with the marijuana and solar topics on going.

JW; questioned, how much money is actually available. To be continued.

**BUDGET**

WM; stated, he was on the CIP committee again, and sent requests to departments that may need to spend more than $2,5000 over the next couple of years. WM; also stated, that the committee was getting some resistance on providing inventory information from other departments (not planning).

WM; stated, the budget is due the 8th of January and would like to have someone take a look at it.

KH; asked, if anything needs to be changed from last year?

WM; stated, the only change would be an increase in pay, and I believe it is 3%, we need to calculate that into the clerk’s pay because he is part of the increase. The Clerk’s allocation is $3,207, and $2,600 has been expended. We also allocate $1,000 for expenses. Do we need to increase expenses due to legal fees? We should have a fee account for fees collected. Everything stays the same except for raises the town will give. Do we need to increase and ask the town for more money?

WM; asked, do I need to ask for an increase for legal fees?

WM; stated, he wants to add legal advice as a line item.

JW; stated, we can put the request in.

KH; stated, the board should ask for $3,000, and explain that there will be medical and recreational marijuana issues. As well; solar issues that the board will need advice on.

Mail reviewed.

JW; move to adjourn at 8:44 PM

KH; second, all in favor.