



TOWN OF WARE

Planning & Community Development
126 Main Street, Ware, Massachusetts 01082
t. 413.967.9648 ext. 186 / f. 413.967.9642

Planning Board

Meeting Minutes from
Thursday, March 18, 2021
Select Board Room, Town Hall

Planning Board Members Present: Rick Starodoj, Josh Kusnierz, Ken Crosby, Ed Murphy III, Joe Knight (Remote)

Staff Present: Rebekah Cornell, Director
Rob Watchilla, Department Assistant

Public in Attendance: None

PLEDGE OF ALLEGIANCE

Chairman R. Starodoj called the meeting to order at 7:03 pm and led the Board in the Pledge of Allegiance.

ADMINISTRATIVE

- Approval of Minutes from March 4th.

Motion by J. Kusnierz to approve the minutes of March 4th. Seconded by E. Murphy. All in favor. Approved 4-0

SUBDIVISION REGULATIONS DISCUSSION

Design Guidelines. Continued discussion of updating Subdivision Rules & Regulations (1989).
Comments and discussion topics:

- More attention is needed in the sections pertaining to road length, street frontage, and lot frontage.
- Road width needs to be included in the subdivision regulations as to prevent the roads from being too narrow or too wide.
- Fire hydrant or cistern requirements should be discussed with the Fire Department and it should be noted that these hydrants are maintained and inspected by the fire department. They do not prefer the hydrants to be placed in proximity to ponds/rivers.
- Emphasis should be placed on completion of roads and pavement before starting construction on the building units.
- Setting a standard thickness and determining the base of new roads

- In terms of financial performance guarantees, bonds should have a time limit for construction of roads and sidewalks. If the work is not completed within a certain time limit, the Town would use the bond to finish the work. In the past, the Town has ended up in a complicated situation as banks can close and merge.
- Borrowing from a third party lender is risky as these lending agencies can be bought out/sold.
- Surety bonds and cash bonds may be better options to protect the Town. It would be wise to choose a bonding company that guarantees 1.5 times the cost of construction.
- Roadways near stop signs should have an uphill slope no higher than 1 percent gradient.
- The Board discussed information on low impact developments, cluster developments, preservation of open space, tiny homes and size of second dwelling units.
- The PVPC Module Bylaw suggested a three year completion schedule for subdivisions. This could be too short and it is suggested that it should be extended to 5 years. The completion rate of houses is 75 percent before the final coating is put on the roadways. All approved plans should be recorded at the Registry of Deeds.

J. Kusnierz left the meeting at 8:05 pm.

- If a subdivision was to not be completed within 20 years, could the uncompleted lots be dissolved into one remaining lot.
- Ownership of the roadways in utilities in subdivisions should be made clearer in plans.

NEW/OLD BUSINESSES

- None

TOWN PLANNER UPDATE

- Introduction of the new department assistant for the Planning and Community Development Department (Robert Watchilla).
- The Façade Improvement Program (FIP) is moving forward as well as the contact with the State Department of Housing and Community Development (DHCD) to start construction on Upper Bank Street.
- Town hall will be opening to the public on Monday, March 22nd.
- The Town is collaborating with the Pioneer Valley Planning Commission (PVPC) and focusing on economic improvements, vacancy, and infrastructure for the downtown area.
- Bids for the rail trail came in with construction to start sometime next month.
- The demolition project at 13 and 15 Parker St was been awarded.

Motion by K. Crosby to adjourn the meeting. Seconded by E. Murphy. All in favor. Approved 3-0

The next meeting is scheduled for Thursday April 1, 2021 at 7 pm.

Minutes from March 18, 2021

Respectfully submitted by,

Robert Watchilla,
Department Assistant

Minutes Approved on: _____

Starodoj _____

Kusnierz _____

Knight _____

Murphy _____

Crosby _____