Heights Planned Development District Review Board
Monday, November 25, 2019
Town Hall, Lower Level
250 Main Street, Rutland, MA
6:00 p.m.

MINUTES OF MEETING

Opening of Meeting: by Chris Senecal, Chairman, at 6:04 pm

Other Board Members Present: Jim Purington, Vice Chairman
Michele Van Reet, Member
Dick Williams, Member

Board Members Absent: Tim Nahrwold, Secretary

Review and Acceptance of Minutes:
Minutes of October 16, 2019 meeting reviewed and approved unanimously

Application Submissions:
None

Hearings:
None

Discussions:
None

Votes:
None

Correspondence/Mail:
None

New Business:
1) RFP Process
Michelle Van Reet noted that the RDIC met, and that the Rutland Heights RFP is coming out soon requesting proposals from anyone who wants to participate in developing the property. Chris Senecal noted the RFP is open until May 23, for the entire property or a portion. The RFP process is mandated by the State, and was developed by Town Administrator Nicholson working with Mike Sullivan and the attorney for the Town. Chris plans to check with the Town of Westborough, and perhaps with the Devens development group, on their processes. Committee members wish to learn if it is possible to bring in a company to manage the marketing and sale of the property.
2) Checklist/S.O.P for the Process
Chris noted that once a preliminary application is submitted the process is specified in the bylaw. Dick Williams plans to check with the Central Mass. Regional Planning Commission regarding their resources on what others have done.

3) Utilities
Dick met with DPW Director Joe Buckley, who loaned HPDD the DPW’s copies of the engineering plans for the site. HPDD will have a copy made. The plans show locations of the 8” ductile iron water line and sewer line, and a 1 inch electrical conduit for street lights. There is no natural gas on the property or in Rutland. Committee members believe it is important that the RDIC work with the solar development company so that electricity to and from that project is compatible with other uses of the property. Chris noted that typically National Grid installs the wiring and transformers as required along easements that follow existing rights of way as much as possible. He cautioned that it can be a lengthy process; perhaps 9 months after design is completed and approved. Dick plans to discuss this at the next RDIC meeting, and Chris offered to coordinate with National Grid as needed. Related to communications, Verizon and Charter-Spectrum have requirements similar to NG.

4) Solar Project
In addition to inquiries noted above, Dick will check with the RDIC if it is possible for the Town to install additional conduits when the solar project is being built. For example, if the solar project needs 2 conduits could the town pay for 2 more to be installed at the same time. Also Dick plans to clarify if the solar contractor has started a work order with National Grid for power requirements.

5) Abutters
No discussion

6) Bylaw Updates
Per previous meeting and minutes – to be reviewed with RDIC with objective of presenting changes at spring town meeting.

Final Discussion & Public Comment:
Scott Landgren of 73 Pommogussett Road noted that he attended the meeting to see how the HPDD Review Board works with the RDIC on the Heights project. He commented that he knows of businesses that would be interested if approvals for development and purchase were more straight forward, and it would be helpful if the Town would put together a master plan of Town needs.

Next Meeting:
Monday, January 13, 2020 at 6:00 pm, Lower Level of Town Hall

Close of Meeting: by Chris Senecal, Chairman, at 7:15 pm

Minutes prepared by Jim Purington 01-02-20, approved 01-27-20 meeting