

**Town of Willington
Planning and Zoning Commission
Meeting Minutes – May 2nd – 7:30 PM**

This hybrid meeting was held at Willington Town Hall (40 Old Farms Rd) and via Zoom

A. Call to Order

W. Parsell called the meeting to order at 7: 30 pm.

B. Roll Call/ Seating of Alternates

Walter Parsell

Andy Marco

Doug Roberts

Rebecca Sinosky

Bob Shabot

John Tehan (Virtual)

Michael Johansen (Alternate)

Bill Bunnell (Alternate)

Also Present

Michael D’Amato – Land Use Agent

C. Applications for Receipt

D. Public Hearing

E. New Business

1. Bond Release Request:3 Polster Rd. Loves Travel Stop and Country Store:

The Commission reviewed the bond release request that was submitted for 3 Polster Rd. M.D’Amato gave an overview of the bond which included the outstanding punch list items originally identified when the Certificate of Zoning Compliance was issued in July of 2022. M. D’Amato explained that at the time the Certificate was issued, the Town required a bond to be provided in the amount of \$183,400.00. This included \$44,400 as a one-year guarantee for Polster Rd and \$139,000 for not yet completed site improvements as required by the approved plans. Fuss & O’Neill has now provided the Town with a statement of substantial completion and is requesting the \$139,000 portion of the bond to be released. M.D’Amato further explained that other than some landscape establishment issues, the work was completed as depicted on the plans. The Commission held a general discussion about the project and the release request. There was general agreement that a portion of the bond funds should be retained by the Town until all the landscape establishment issues have been rectified and the Town could confirm that all of the newly installed landscaping was established, and no erosion issues presented themselves.

R.Sinosky made a motion to approve the release of \$124,000 pertaining to a bond release request for 3 Polster Rd: Loves Travel Stop and Country Store. Second by D. Roberts.

Findings:

\$15,000 shall be retained to ensure the establishment of on-site landscaping.

All in Favor. Motion Passes.

F. Unfinished Business

1. Review of Draft Affordable Housing Plan

W.Parsell indicated that the members had spent the time since the previous meeting reviewing the draft plan and should bring up any comments or questions they had. M.D'Amato indicated that the first portion of the Plan was more of a demographic overview and presentation of current data and that the second portion of the Plan included potential implementation items.

The Commission held a general discussion about the challenges that rural communities without water and sewer infrastructure, access to transit, and other land constraints presents to the development of affordable or more attainable housing. The draft recommendations within the Plan were reviewed, including the potential for soils-based zoning, reducing minimum lot sizes, modifications to the Town's accessory dwelling unit regulations, increasing allowable density limits and establishing a fee in lieu of affordable housing. The Commission also reviewed alternative housing types/developments that have been built in Massachusetts.

The Commission decided that prior to modifying the Plan further they would solicit feedback from the public in the form of a listening session to be held on June 6th. M.D'Amato indicated that he would also provide a copy of the draft plan and the survey results to those who participated in the initial survey to ask for their feedback. No further action was taken on this item.

G. Approval of Minutes

1. April 18, 2023

The 4/18/23 meeting minutes were not yet completed so approval of minutes was tabled to a subsequent meeting.

H. Correspondence

None

I. Public Participation (For items not on agenda)

None

J. Staff Report/Discussion

M.D'Amato noted that the Town was in the process of submitting the "90%" plans for the Town's LOTCIP project to CRCOG and DOT for review.

K. Adjournment

Meeting adjourned at 8:56 PM.

Respectfully Submitted,
Michael D'Amato
Land Use Agent