

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Allison, Chair
Tanner Cole, Vice Chair
Paula Bertram, Clerk
Matthew Brenner, Member
Erik Torgersen, Member



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Adam R. Burney
Land Use Director

Marjorie J. Boggio
Administrative Assistant

Minutes
January 25, 2021

Meeting Posted: Yes
Time: 6:30 PM

CALL TO ORDER: Roll Call conducted by Adam Burney, Land Use Director: Matthew Allison, present; Tanner Cole, present (arrived 6:50 p.m.); Paula Bertram, present; Matthew Brenner, present.
Absent: Erik Torgersen

A. Burney prefaced the meeting with the following reading. In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and will be broadcast over the LunenburgAccess channel. The meeting of the Planning Board is being conducted remotely. The Town of Lunenburg, in response to the COVID-19 (Corona Virus), is currently following the guidance from the Lunenburg Board of Health, Massachusetts Department of Public Health and the CDC regarding the virus and steps communities can take to prevent the spread. All town facilities are currently closed to the public except by appointment. In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A, Section 20, all public meetings are being conducted remotely. The Governor's Order, which you can find posted on the Town's website COVID-19 Information Center page, accessed through the Town Manager's webpage allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment. For this meeting the Planning Board is convening by video conferencing via Zoom as posted on the Town's website. The public may join using a smart phone, tablet or computer, go to zoom.us and enter the meeting ID number or call 888-475-4499. The meeting ID for this meeting is: 82975717098. Please note that this meeting is being recorded and that some attendees are participating by video conference. Accordingly please be aware that other folks may be able to see you and take care not to screen share your computer. Anything that you broadcast may be captured by the recording.

PUBLIC COMMENT: A. Burney noted a community information meeting would be held by Green Leaf Botanicals, a cannabis retail business, on February 4th, 7:00 p.m.; Meeting ID # 5689610481, Password GREENLEAF. The meeting was required as part of the process by the Cannabis Control Commission. Green Leaf Botanicals foresaw opening a business at 88 Massachusetts Avenue.

MINUTES APPROVAL: 01/11/21- P. Bertram made Motion to approve, M. Brenner Seconded, Roll Call Vote- P. Bertram, aye; M. Brenner, aye; M. Allison, aye. Vote passed 3-0.

COMMITTEE REPORTS:

Storm Water Task Force- no report

Agricultural Commission- Committee was updated on revised Charge for the Economic Development Committee. Discussion held on possibility of brick-and-mortar, year-round public market in Lunenburg.

TCP Building Design Committee- Committee discussed outside features, e.g. sidewalks, parking.

Open Space Ad Hoc Committee- Discussion continued on municipal lands in Lunenburg.

Capital Planning Committee- The Committee prioritized twenty-three requests for a total of ~\$2.5 million. Prioritization was submitted to the Town Manager, who then re-prioritized with a final list of funding for thirteen of the requests for ~\$1.5 million.

MRPC- no report

MJTC- The 2021 Transportation Improvement Program (TIP) listed a bridge rehabilitation on Route 2A over Pearl Hill Brook.

WORKSHOP:

Chapter 325, Subdivision Regulations, Procedure for Submission and Review of Plans- Board members reviewed and discussed the draft of Section 325-4.0. P. Bertram would like Areas of Critical Environmental Concern added to 4.3.3.17. 4.3.3.19 would be reworded to specify that any percolation tests would be located on the plan, whether or not requested by the Board of Health. As the following was no longer mandatory under Title V, it would be deleted from 4.3.4.; *"All subdivisions shall apply to connect to the Town sanitary sewerage system where this system is available and where it is feasible to do so."*. Relevant town officials, i.e. police department, fire department, conservation commission, department of public works, water district (if project in service area), sewer commission, board of health, and planning department would be spelled out in 4.3.13 regarding the preconstruction conference. Discussion was held on whether or not full size plans would be submitted in a quantity adequate for Board member distribution. T. Cole suggested that while meetings were being held via remote conferencing, applicants be requested to provide full size plans for Board members.

DIRECTOR'S ITEMS:

Board Rules and Regulations for Site Plan Approval & Special Permits- Discussion of Plan Submission- See WORKSHOP item above.

MEETING SCHEDULE:

February 8

February 22

ONGOING ITEMS: CHAPTER 250, ZONING, Section 250-6.1. Off Street Parking and Loading Areas- A. Burney anticipated having "Uses" compiled for the next Board meeting.

BOARD COMMENT/CONCERNS: P. Bertram had the understanding that O'Brien Homes, Howard Street, proposed connection to the Water District and questioned if that affected the Board's approval, which was based on individual wells. A. Burney explained that the applicant might have to modify the Board's approval to include the water lines; the construction cost estimate would change.

ADJOURNMENT: P. Bertram made Motion to adjourn, T. Cole Seconded, roll Call Vote- P. Bertram, aye; T. Cole, aye; M. Brenner, aye; M. Allison, aye. Vote passed 4-0. Adjourned 7:28 p.m.

Documents used at meeting:

Minutes: 01/11/2021

Chapter 325, Section 4.0 Subdivision Regulations, DRAFT