

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
April 12, 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; 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 open 10 a.m. to 2 p.m. and by appointment outside of those hours. 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: 87060964250. 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.

APPOINTMENTS:

319 Highland Street- Jamie Rheault, Whitman & Bingham Associates presented on behalf of his client Kevin Hill. The applicant would like to file an application for a small subdivision with a cul-de-sac, but before doing so, wanted to find out how likely the Board would be to grant a radius waiver of less than 25 feet at the intersection of the proposed road and Highland Avenue. The subject property had a frontage of ~84 feet. Typically ~100 feet of frontage would be needed for where the proposed road and Highland Avenue would intersect; that provided for 25 feet on each side of the proposed 50 foot right-of-way. A property line radius waiver could also possibly be requested. M. Allison was not in favor of granting waivers and suggested the neighbor to the north be approached about a possible access easement. Neither M. Brenner nor P. Bertram was in favor of granting a waiver.

360 Flat Hill Road, ANR Plan- M. Allison disclosed that the subject property was located across the street from his family farm and also that he worked with the surveyor that prepared the Plan. Neither the applicant nor the surveyor was in attendance. The Plan was received and filed with the Town Clerk on 04.05.2021 so it could be continued to the April 26th Board meeting and still be within the statutory 21 days for Board action. The Board questioned Lots 7 and 8 with the reduced frontage as the lots at 23 and 33 Watt Street each had only 80 feet of frontage. There was also a question regarding possible wetlands at the frontage of

Lots 7 and 8. It would be up to the Conservation Commission to determine the presence of wetlands and the Board could not disapprove the ANR based on a possible disapproval from the Conservation Commission. T. Cole noted that even though the application was originally filed on April 5th, the applicant submitted a revised plan this date. T. Cole was of the opinion that the revised plan should restart the time clock. **P. Bertram made Motion to continue the ANR Plan to the Board's next meeting of April 26th, M. Brenner Seconded, Roll Call Vote- P. Bertram, aye; M. Brenner, aye; T. Cole, aye; M. Allison, aye. Vote passed 4-0.**

PUBLIC HEARING: Zoning Warrant Articles- see separate minutes. **M. Brenner made Motion that the Planning Board recommend favorably on both articles and additionally on Article 29 the added calculation under Restaurant Carry-Out of 1 space per 3 seats provided (indoor or outdoor). Article 29 would read- 1 space per 300 square feet of net floor area plus 1 space per 3 seats provided (indoor or outdoor) plus 1 space per employee on the largest shift, P. Bertram Seconded, Roll Call Vote- P. Bertram, aye; M. Brenner, aye; T. Cole, aye; M. Allison, aye. Vote passed 4-0.**

BRIGHTFARMS:

Phase 1 Land Development Plan- Board awaiting review from Graves Engineering, Inc.

MINUTES APPROVAL: M. Brenner made Motion to approve the minutes of 03/22/2021 and 03/22/2021, North End Subaru, T. Cole seconded, Roll Call Vote- P. Bertram, abstain; M. Brenner, aye; T. Cole, aye; M. Allison, aye. Vote passed 3-0.

COMMITTEE REPORTS:

Storm Water Task Force- no report

Agricultural Commission- Meeting scheduled for 04.15.2021.

TCP Building Design Committee- Committee member David Passios provided an update due to M. Allison's absence from the Committee meeting. A dollar figure for tear-down and rebuild was not available. The Committee would meet next on April 21st and expected to receive that figure from the engineers/architects prior to the meeting.

Open Space Ad Hoc Committee- The President of the Lake Shirley Corp approached the Committee to inquire if the Corporation could use 51 Parmenter Road for its meetings. It was noted that 51 Parmenter Road is owned by Lunenburg and could not be used for private use without a public auction. Also, the Committee is working towards improving public access to Lake Shirley and 51 Parmenter Road could be a possibility for that access. Ownership of 374 Page Street was listed as the Conservation Commission, but the Commission was not controlling that parcel and there was no title for the property. The Commission's representative to the Committee planned to meet with Town Counsel for discussion of options for the property. The Committee recommended endorsement of the APR Plan (Pierce's Christmas Tree Farm) for Chase and Northfield Roads.

Capital Planning Committee- The Committee discussed adding two additional prioritized projects to the Plan; Marshall Park Master Plan and acquisition of a DPW vehicle. The Committee would also recommend to the Finance Committee that the amount to be considered for the capital plan be raised from \$10,000 to \$25,000.

Economic Development Committee- The Committee held its first meeting and voted member Cathy Clark as Chair. The Committee would be looking for feedback, via a survey, from local businesses as to how they could be assisted with economic development.

MRPC- The last meeting contained nothing relevant for Lunenburg.

MJTC- The next meeting will be held 04.14.2021.

DIRECTOR'S ITEMS:

925 Massachusetts Avenue, Continued Discussion- The Town Manager had been looking for input from the Board as to options for the disposal of the property. Discussions would continue at future Board meetings. M. Allison's opinion was that it was of no use to the town.

1079 Massachusetts Avenue, Brooks House, Use Discussion- The Architectural Preservation District Commission (APDC) sought advice from the Planning Board on re-use of the Brooks House. The Board had previously supplied the APDC with details on how to separate the Brooks House off from the school property. T. Cole recalled a warrant article in 2019 that allowed the Select Board to sell the Brooks House, but keep the land. He believed that article was not acted upon as the APDC had concerns with the future of the Brooks House. He went on to mention that he believed there was an article on the May 2021 warrant that would make municipal properties exempt from the APDC restrictions.

A. Burney noted he was working on a contract based on a \$36,000 quote he received from MRPC for two Elements of Lunenburg's Master Plan.

MEETING SCHEDULE:

April 26-

North End Subaru, Chase Road- Hearing Continuation

101 Pleasant Street- Hearing for a six-lot subdivision

May 1- Town Meeting, 9:00 a.m.

May 10

May 24

PUBLIC COMMENT: P. Bertram observed that no maintenance appeared to have taken place in the detention basin between the Brooks House and the library.

ADJOURNMENT: P. Bertram made Motion to adjourn, M. Brenner Seconded, Roll Call Vote- M. Brenner, aye; P. Bertram, aye; T. Cole, aye; M. Allison, aye. Adjourned 8:37 p.m.

Documents used at meeting:
319 Highland Street, Assessor's Map
360 Flat Hill Road, ANR Plan
Minutes
3/22/2021
3/22/2021, North End Subaru