

TOWN OF LUNENBURG

Office of the Planning Board

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



Tel: (978) 582-4147, ext 5
Fax: (978) 582-4353
960 Massachusetts Avenue
Lunenburg, MA 01462

Adam R. Burney
Land Use Director

Marjorie J. Boggio
Administrative Assistant

Minutes
January 10, 2022

Meeting Posted: Yes
Place: Town Hall, 17 Main Street, Lunenburg, MA
Time: 6:00 p.m.

Present: Matthew Allison, Erik Torgersen, Adam Burney

Paula Bertram participated remotely under the Act relative to extending certain COVID-19 measures adopted during the state of emergency.

Absent: Tanner Cole, Matthew Brenner

ANR PLANS:

44 Northfield Road- The Plan was presented by applicants John Harrison, Lunenburg, MA, and Tim Sullivan, Lyndeborough, NH. A. Burney informed the applicants he had been contacted by the owner of the abutting property who informed him that the existing sewer tie in for #44 was located where the applicant was proposing the driveway for the new lot. That is something that would be taken up with the Sewer Commission, and was not relative to the Board's endorsement of the ANR Plan. **P. Bertram made Motion to approve the ANR Plan for 44 Northfield Road, E. Torgersen Seconded, passed unanimously.**

41 & 47 Reservoir Road- The applicant was represented by Brian Marchetti, McCarty Engineering, Inc. The ANR Plan, which created Lots 9A and 10, was originally endorsed by the Board in January 2020. The Mylar was picked up by the applicant and then misplaced; therefore, the Plan did not get recorded at the Registry of Deeds. The applicant was requesting the Board endorse the identical plan this evening for recording at the Registry of Deeds. **P. Bertram made Motion to re-sign the Plan for Reservoir Road, E. Torgersen Seconded, passed unanimously.**

APPOINTMENTS: Lunenburg Central- Presentation by William Hannigan, Hannigan Engineering, Inc.

Request for De Minimis Change- The applicant submitted a request for a De Minimis change to the Site Plan approved by the Board. During the title review it was determined that a portion of the property to the rear of the site was formerly owned by the MBTA. There was a clause in the railroad's deed that prohibited any structures from being built on the old parcel. The retaining wall proposed by the applicant extended into that parcel and the applicant was concerned it could be considered a structure. In addition, no work or grading could be done within 30 feet of the MBTA line without obtaining a permit from the MBTA. It was expected this would be a lengthy process. The applicant was requesting an adjustment to the grading at the rear of the site to provide for the 30 foot buffer. To that end, they would be adding a retaining wall along the rear access drive. With the Board's approval of the De Minimis change, the applicant would be able to redo the grade, stay out of the 30 foot offset, and build a retaining wall. The Board requested a formal review from Graves Engineering, Inc. prior to taking a vote to approve the De Minimis changes. As the applicant had an upcoming property closing date of January 18th, it was requested if the Board would

approve the De Minimis changes subject to the approval of Graves Engineering, Inc. **P. Bertram made Motion to approve the De Minimis changes contingent on a peer engineering review to ensure compliance with sound engineering practices, E. Torgersen Seconded, passed unanimously.**

Tree Cutting- Follow-up- The Board viewed photographs showing that the tree cutting at the Reservoir Road intersection had been completed per the Board's Decision.

PUBLIC HEARING: 97 Cross Street, 125 Cross Street, 430 Mulpus Road & 440 Mulpus Road- See separate minutes.

DECISION: Review & Possible Vote to Approve- P. Bertram made Motion to approve the Decision for 97 Cross Street, 125 Cross Street, 430 Mulpus Road and 440 Mulpus Road, E. Torgersen Seconded, passed unanimously.

PLAN ENDORSEMENT: 324 Flat Hill Road- Stormwater Management Plan endorsed.

MINUTES APPROVAL: P. Bertram made Motion to approve minutes listed below, E. Torgersen Seconded, passed unanimously.

12/13/2021

12/13/2021, 324 Flat Hill Road

12/13/97 97 Cross Street, 125 Cross Street, 430 Mulpus Road and 440 Mulpus Road

COMMITTEE REPORTS:

TCP Building Design Committee- The Select Board renamed the Committee and assigned a new Charge. Moving forward, it would be known as the Lunenburg Municipal Design Committee.

Agricultural Commission- No report

Storm Water Task Force- No report

Open Space Ad Hoc Committee- No report

Capital Planning Committee- All requests were prioritized. The Board's Master Plan request was in the top ten.

Economic Development Committee- The Committee continued to work on a survey for the public.

MRPC- No report

MJTC- No report

DIRECTOR'S ITEMS: GIS Hours- The Planning Board receives approximately 8 hours annually for free GIS services from MRPC. The Conservation Commission requested use of those hours to satisfy requirements under the Trail Grant they are using for trail mapping/marketing. **E. Torgersen made Motion to approve the GIS hours for the Conservation Commission, P. Bertram Seconded.** Discussion: P. Bertram requested A. Burney check with the DPW Director to see if he would have the need of any GIS hours for identification of stormwater structures. **Passed unanimously.**

MEETING SCHEDULE: Due to the rise of COVID-19 cases in Town, masks are once again required in any Town building to include attendance at public meetings. This brought about a discussion of Board meetings returning to being fully remote as some Board members noted they would not attend in-person meetings with a mask requirement. Under Governor Baker's signing of the "Act" in June 2021, one of the extensions of the executive order measures in response to the pandemic extended the suspension of the requirement that a public body meet in a public place. This requirement has been suspended until April 1, 2022. A. Burney noted he may attend meetings in person for the benefit of any public that wishes to attend in person.

January 24

February 14- There may not be a quorum.

February 28

ONGOING ITEMS:

Pond View Commons, LLC- No update

Master Plan- Update provided by P. Bertram via Capital Planning Committee report.

§250-4.9 Water Supply Protection District- A. Burney expects to have a draft available for the next Board meeting.

BOARD COMMENT: Discussion of Meeting Start Time- Board consensus was to go with a 6:00 p.m. start time at least through the winter months.

ADJOURNMENT: P. Bertram made Motion to adjourn, E. Torgersen Seconded, passed unanimously. Adjourned 7:04 p.m.

Documents used at meeting:

ANR Plan, 44 Northfield Road

ANR Plan, 41 & 47 Reservoir Road

Lunenburg Central, Request for De Minimis Change

Lunenburg Central, Tree Cutting Photographs

Decision, 97 Cross Street, 125 Cross Street, 430 Mulpus Road and 440 Mulpus Road

Stormwater Management Plans, 324 Flat Hill Road

Minutes, 12/13/2021

Minutes, 12/13/2021, 324 Flat Hill Road

Minutes, 97 Cross Street, 125 Cross Street, 430 Mulpus Road and 440 Mulpus Road