

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Allison, Chair
Matthew Brenner, Vice Chair
Amanda Reid, Clerk
Erik Torgersen, Member
Timothy Willsmer, Member



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

Adam R. Burney
Land Use Director

Annie M. Aubrey
Administrative Assistant

Minutes
June 12, 2023

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

Present: Matthew Allison, Matthew Brenner, Amanda Reid, Adam Burney, Timothy Willsmer
Absent: Erik Torgersen

BOARD REORGANIZATION/COMMITTEE ASSIGNMENTS:

Chair- M. Allison made Motion for M. Brenner, Seconded by A. Reid, all aye.
Vice Chair- M. Brenner made Motion for M. Allison, Seconded by A. Reid, all aye.
Clerk- M. Brenner made Motion for A. Reid, Seconded by M. Allison, all aye.
MRPC Representative- M. Brenner made Motion for A. Reid, Seconded by T. Willsmer, all aye.
MJTC Representative- M. Brenner made Motion for A. Reid, Seconded by T. Willsmer, all aye.
Capital Planning Committee Representative- This is a three-year term. M. Allison made Motion for M. Brenner, Seconded by A. Reid, all aye.
Open Space Ad Hoc Committee- M. Brenner made Motion for M. Allison, Seconded by A. Reid, all aye.
Stormwater Task Force- M. Brenner made Motion for T. Willsmer, Seconded by A. Reid, all aye.
Municipal Building Design Committee- M. Brenner made Motion for M. Allison, Seconded by A. Reid, all aye.
Economic Development Committee- T. Willsmer made Motion for M. Brenner, Seconded by A. Reid, all aye.
Master Planning Steering Committee- Discussed function of Planning Board Representative on Committee; Committee is 24-month term, though Motions for Reorganization will transpire FY2024. M. Brenner made Motion for T. Willsmer, Seconded by A. Reid, all aye.

NOTICE OF INTENT TO CONVERT TO RESIDENTIAL USE: RIGHT OF FIRST REFUSAL - Parcel 4, Leominster Rd.

Classified recreational land (M.G.L.61B) intended to convert to Residential. **T. Willsmer made Motion to continue discussion dependent on Open Space Committee's recommendation, Seconded by A. Reid, all aye.**

BOARD DISCUSSIONS:

Master Plan – Public Kick-off Meeting presented by the consultants OverUnder/RKG/Innes Associates on June 15th at 7PM. Six of Fifteen have been appointed to the Steering Committee. Consultants have distributed public surveys online and in Municipal Buildings.

Solar Bylaw- No report

Section 250-6.4., Driveway & Entrances-

MINUTES APPROVAL: A. Reid made Motion to approve minutes listed below, M. Allison Seconded, Roll call Vote- T. Willsmer, aye; M. Brenner, aye; A. Reid, aye; M. Allison, aye. Passed unanimously.

5/22/23

COMMITTEE REPORTS:

Open Space Ad Hoc Committee- No report.

Lunenburg Municipal Building Design Committee- No report.

Agricultural Commission- No report.

Capital Planning Committee- No report.

Economic Development Committee- No report.

Storm Water Task Force- No report.

MRPC- Discussed plans for budget and funding in order to cover benefits of employees.

MJTC- No report.

DIRECTOR'S ITEMS:

GRANT APPLICATIONS: Submitted Grant funding, no-match from the Town, for design work on Leominster/Shirley Rd to improve intersections at Ft Pond and Reservoir.

MEETING SCHEDULE:

June 15- 7PM Kickoff presentation for master planning.

June 26

ONGOING ITEMS:

Master Plan

Aquifer Protection District – Draft to be submitted to Building Commissioner

Floodplain Bylaw – New Flood Insurance Rate Maps

BOARD COMMENTS- M. Brenner made note, as Chair, he welcomes and encourages feedback from the Board. M. Brenner additionally thanked Marjorie Boggio for her many years of service to the Community and the Planning Board.

ADJOURNMENT: M. Brenner made Motion to adjourn, M. Allison Seconded, Roll call Vote- T. Willsmer, aye; M. Brenner, aye; A. Reid, aye; M. Allison, aye. Passed unanimously. Adjourned 7:02 p.m.

Documents used at meeting:

Minutes:

5/22/23

Planning Board Reorganization Change

NOI to Convert to Residential Use – Parcel 4, Leominster Rd

255 Sunny Hill Rd Chapter 61B Exhibit