

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Brenner *Chair*
Timothy Willsmer *Vice Chair*
Amanda Reid *Clerk*
Matthew Allison *Member*
Glenn McLeod *Member*



Tel: (978) 582-4146, opt. 5
Fax: (978) 582-4353
960 Massachusetts Ave
Lunenburg, MA 01462

Christopher Reilly – Land Use Director
Logan O'Connell – Admin Asst.

MINUTES

2025-04-14

MEETING POSTED: Yes
ADDRESS: Town Hall – 17 Main St, Lunenburg, MA 01462
TIME: 6:00 P.M.
PRESENT: Matthew Brenner (Chair), Timothy Willsmer (Vice Chair), Amanda Reid (Clerk),
Matthew Allison, Glenn McLeod
ABSENT: None

CALL TO ORDER / PLEDGE

Matthew Brenner called the meeting to order at 6:00 P.M. The pledge of allegiance was led by Matthew Allison.

PUBLIC COMMENT

None at this time.

CHAIR / DIRECTOR'S REPORTⁱ

Per Chair **M. Brenner**, the Land Use Director is currently unavailable. The Chair is available at the Planning Office most mornings & can be emailed for an appointment.

Chair **M. Brenner** also reviewed the previous work and the upcoming timeline for compliance with the MBTA Communities Act. The MRPC previously presented preliminary work on various locations in town for compliance options (both “real” and “paper”).

The Land Use Director has talked with a consultant (Community Scale) to help with the *implementation* of these options. Community Scale will need the Board's direction by the second meeting in June.

The Board discussed how to source public engagement for this process, including public information sessions prior to the statutory “public hearing”. These would have to begin after the May 12th meeting, when the Board chooses a location option for Community Scale to focus implementation work on.

APPROVAL NOT REQUIRED (ANR) PLANS

60 Cross Rd

Hannigan Engineering presented for applicant Cross St. Realty Trust.

Proposal involves subdividing approximately six acres of land into two lots (identified as 12-A and 12-B on the submitted plan). Lot 12A will have approximately 1,200 feet of frontage, and Lot 12B will have

approximately 2,900 feet of frontage. The existing single-family home will remain on Lot 12B and will comply with all required setbacks.

Chair **M. Brenner** confirmed that sewer is available for the parcel.

Motion: T. Willsmer, to endorse the ANR plan for 60 Cross Rd as-presented.

Second: A. Reid

Voice vote, passed unanimously.

PUBLIC HEARINGS

None.

DECISIONS

The Board reviewed decisions for recent applications:

- 485 Leominster-Shirley Rd Site Plan Approval
- 1523 Mass Ave Special Permit for Common Driveway
- 994 Northfield Rd Site Plan Approval
- 494 Electric Ave Site Plan Approval, and 494 Electric Ave Stormwater Management Permit.

The Board endorsed the decisions.

ABUTTING COMMUNITY NOTICES

None of concern at this time.

COMMITTEE REPORTS

Master Plan Steering Committee

Per T. Willsmer – had meeting last week, another few meetings coming up in quick succession. Planning for another public community engagement. Another meeting coming up next week, one more 2 weeks after that.

Open Space Committee

Per G. McLeod – Have not met since last meeting (lacked quorum).

Municipal Bldg. Design Committee

Per M. Allison – met last Monday. Brunt of the discussion was on disposition of the Brooks House. Majority of the group is still in favor of demolition after formal vote. Select Board asked that group to give some kind of recommendation (i.e. lease, sale, etc) and the majority of the group recommended demolition.

Warrant Article is coming together. We did decide to proceed with the monetary ask at Town Meeting using the approximate \$23 million figure.

Capital Planning Committee

Per M. Brenner – have not met.

Economic Development Committee

Per G. McLeod – ongoing efforts to assess Lunenburg’s business-friendly. Land Use Director unavailability has delayed plans for forum / workshop with Land Use.

Storm Water Task Force

Per T. Willsmer – will be meeting next week.

Montachusett Regional Planning Commission

Per A. Reid – was unable to attend.

Montachusett Joint Transportation Committee

Per A. Reid – meeting was mostly reorganization.

MINUTES APPROVAL

The Board reviewed and approved the minutes for 2025-03-24.

MEETING SCHEDULE

Upcoming meetings are **05-12** and **06-09** at 6:00 P.M.

PUBLIC COMMENT

None at this time.

BOARD COMMENT / CONCERNS

G. McLeod noted a recent event held by Low Places Ranch at 494 Electric Ave (Il Forno). Visiting site in-person broadened his understanding of current parking conditions. Cited event as example of two Lunenburg businesses working together and succeeding.

ADJOURNMENT

Vice Chair T. Willsmer moved to adjourn. Clerk A. Reid seconded.

Voice vote, passed unanimously. Adjourned 6:55 P.M.

DOCUMENTS REFERENCED

485 Leominster-Shirley Rd Site Plan Approval Decision

1523 Mass Ave Special Permit for Common Driveway Decision

994 Northfield Rd Site Plan Approval Decision

494 Electric Ave Site Plan Approval Decision

494 Electric Ave Stormwater Management Permit Decision

Minutes by Logan O'Connell, Admin Asst.