

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Brenner *Chair*
Timothy Willsmer *Vice Chair*
Amanda Reid *Clerk*
Matthew Allison *Member*
Adam Burney *Member*



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Jasmin Farinacci – Land Use Director
Logan O’Connell – Admin Asst.

MINUTES 2025-07-28

Meeting posted: Yes

Address: Town Hall –17 Main St. Lunenburg, MA 01462

Time: 6:00 PM

Present: T. Willsmer, A. Reid, A. Brenner

Absent:

CALL TO ORDER / PLEDGE

Chair M. Brenner called the meeting to order at 6:00 P.M. The pledge of allegiance was deferred.

PUBLIC COMMENT

None at this time. No public parties in person or in online waiting room.

CHAIR / DIRECTOR’S REPORT

Per Mr. Willsmer (Out of order): J. Farinacci report not available interim director not in attendance report not submitted.

APPOINTMENTS

None

DECISIONS

443 West Townsend Rd will be forwarded to office.

260 Falulah Road

T. Willsmer stated was supposed to be signed at previous hearing but did not have any of the docs. Chair asks J. Farinacci to forward decisions after hearing for review and signatures.

PUBLIC HEARINGS

1083 Northfield Road – Common driveway /Stormwater Management Permit [PBSW 25-1](#)

Ryan Proctor, Dillis and Roy appearing to summarize to application for Common driveway for addition of 5th driveway instead of 4 as well as Stormwater Permit for same. and where it stands with prior board meetings to this date. Mr. Proctor states that they received the Peer review from Graves Engineering just prior to the hearing in regards to

comments that were drainage related (labeling elevations related to drainage structure), tends to address comments with a formal letter, asks Board if there are questions resulting from the new report.

Mr. Burney expresses concern of the addition of the 5th driveway. Asks distance from Main driveway. Mr Proctor states about 300ft. From main driveway. Mr. Burney expresses concern on length and geometry for emergency vehicles to navigate. Mr. Burney asks if FD had any issues relating to the Opengov application. Mr. Proctor states FD did not comment or object. Mr. Burney worried about approval of 5th setting precedent.

Mr. Burney asks if Con. Comm permits have been filed. Mr. Proctor states those are in process under peer review by request of Con Comm.

Mr. Brenner asks for questions or concerns from Board.

Mr. Wilmer asks if roadway or driveway has been addressed due to the 5th driveway. Mr Burney states original language for common driveway is 2, but can be between 2-6, with double the amount being fair. Mr. Proctor states that 18 feet of pavement was requested by Zoning Board. Discussion by Mr. Burney regarding the addition of the 5th driveway and a sub division.

Mr. Brenner states they will need to come back due to the submission review. Mr. Burney states that they will need to have majority vote. Mr Burney advises may have to w/d and due to quorum issues.

Chair Brenner notes Tanner Cole has question.

Tanner Cole commenting Mr. Allison was at meeting, FD reviewed, Building Commissioner Gingras advised the project should seek variance and FD reviewed plans as currently sit. Mr Cole doesn't believe that approval of this plan would set precedent as this plan due to topography and wetlands is very difficult. FD reviewed all of the access prior to ZBA approval.

Motion: M.Brenner moved, to continue the public hearings for 1083 Northfield Road Common Driveway/ Stormwater Management Permits to 2025-08-25 at 6:05 P.M.

Second: A.Reid

Vote: A. Reid – Aye, T.Willsmer -Aye, A. Burney -abstained, passed.

260 Falulah Rd – Special Permit, Stormwater Management Permit ([PMOD-25-2](#))

Bill Hannigan, Hannigan engineering appearing for 260 Falulah. Application viewed for land characteristics rendered larger area unstable. Project plans were adjusted to smaller footprint, 183,500 sq ft from 367,000. Area of construction shifted to southside of property, same intent, same configuration. Land split majority in Fitchburg some in Lunenburg. Stormwater management, parking and everything with smaller footprint has been scaled back. Peer review done by Graves Engineering. Discussion regarding the absence of Board Member Allison.

Mr Brenner reviewed peer review was ordered due to slope, and felt was addressed, ammended plan on Opengov.

Mr. Brenner asks for public comment noone in chambers or online

Mr Brenner asks for Jasmine to comment as Director. Jasmine states if snow removal was addressed. Mr Hannigan reviews conditions of snow removal added to the maintenance.

Mr. Hannigan advised snow removal was an issue , snow storage will be addressedd with wind row plowing to the parking lot edges and creation of snow piles aslong the exterior during typical storm events. Should these storage areas become overburdned, snow removal will be required. Snow removal opertions

will be required to dispose snow in accordance with appropriate regulations. Specifically no dumping in detention basins.

Jasmine Farnacci wants either signs posted for no dumping of snow in catch basins or listed in operations plans.

Hailey Palazola with GFI partners stated included in property management plan and the company that manages portfolio. Would be open to having condition of a sign.

Jasmine satisfied that it is listed within the operations and maintenance plan.

Mr Brenner asks for any conditions. Jasmine states as long as in existing O&M

Motion: M.Brenner asks for motion to close the public hearings for 260 Falulah Rd Modification to site plan approval and Stormwater Management Permits.

T. Willsmer so moved.

Second: A.Reid

Vote: A. Reid – Aye, T.Willsmer -Aye, M.Brenner -Aye, A. Burney -abstained

Deliberation: led by M. Brenner

Graves is all set. Jasmine is set with O &M plan.

Motion: M.Brenner asks to have a motion such as to approve the Modification to Site Plan Approval & Storm Water Management Permit for 260 Falula Road and I would carry forward the conditions from the original permit , and that the office receive a clean peer review from Graves to complete file.

Moved. T. Willsmer

Second: A.Reid

Vote: A. Reid – Aye, T.Willsmer -Aye, M.Brenner – Aye, A. Burney -abstained

BOARD DISCUSSIONS

Community Abutter Notices- will be included in SharePoint unless immediate notification necessary to board.

Master Plan Steering Committee

Per **Vice Chair T. Willsmer** – T. Willmer noted having new quorum requirements makes it easier. Kim Duffy has taken on role of organizing the group. Reviewed everything been given by over /under and happy to submit back and obtain first draft completed.

Open Space Committee

Per **T. Willsmer** – last meeting was canceled

Municipal Bldg. Design Committee

Per **T.Willsmer** – no one in attendance

Capital Planning Committee

Per **T. Willsmer** no one in attendance

Economic Development Committee

Per **T. Willsmer** no one in attendance

Storm Water Task Force

Per **Vice Chair T. Willsmer** – meeting and met w/ independent contractor, had questions answered.
Continue to review and finalize docs.

Montachusett Regional Planning Commission

Per **Clerk A. Reid** – last minute meeting to approve out of district travel

Montachusett Joint Transportation Committee

Per **Clerk A. Reid** – no last meeting. skipped this month

MINUTES APPROVAL

Second: Burney seconded

Vote: A. Reid – Aye, T. Willsmer – Aye, A. Burney -Aye

Approved minutes

MEETING SCHEDULE

The upcoming meeting is 07-28-2025 at 6:00 P.M.

PUBLIC COMMENT

None at this time.

BOARD COMMENT / CONCERNS

ADJOURNMENT

Motion: A. Burney, to adjourn.

Second: A. Reid seconded

Vote: Voice vote, passed unanimously.

Meeting adjourned.

Minutes by Jennifer Daigle, Admin Asst.

DOCUMENTS REFERENCED