

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Brenner
Timothy Willsmer
Amanda Reid
Adam Burney

Chair
Vice Chair
Clerk
Member



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Richard Harris – Land Use Director

MINUTES

2025-11-24 Town Hall (17 Main St, Lunenburg MA)

Roll Call: M. Brenner, T. Willsmer, A. Burney

Absent: A. Reid

1. CALL TO ORDER

6:01pm

2. BOARD COMMENT

3. CHAIR / DIRECTOR'S REPORT

- *Stop by Ritter Building, renovations look nice*
- *MBTA passed non-controversially at Special Town Meeting*

4. APPOINTMENTS

- Judy Dragoslis - candidate for EDC
- *M. Brenner requested motion; A. Burney Moved, T. Willsmer second*
 - *Rollcall Vote: Passed*
 - *M. Brenner; AYE*
 - *T. Willsmer; AYE*
 - *A. Burney; AYE*

5. APPROVAL NOT REQUIRED (ANR) PLANS

6. PUBLIC HEARINGS

- 30 Summer Street Special Permit (PBSP-25-9), Stormwater Permit (PBSW-25-6), Site Plan Approval (PBSA-25-8)
- *Special Permit – Gregory Roy (Dillis&Roy) requested **Continuance until 12/15/25 for a full 4-member quorum.**, A. Burney requested Letter to be filed*
 - ***Rollcall Vote: Passed***
 - *M. Brenner; AYE*
 - *T. Willsmer; AYE*
 - *A. Burney; AYE*
- *Stormwater and Site Plan – A. Burney made **motion for Peer Review** to Graves Engineering; T. Willsmer second*

- ***Motion by A. Burney to continue until 12/15/25; T. Willsmer second***

▪ ***Rollcall Vote: Passed***

- *M Brenner; AYE*
- *T. Willsmer; AYE*
- *A. Burney; AYE*

7. DECISIONS AND BUSINESS

- 100 Townsend Harbor Rd Stormwater Permit (PBSW-25-2),
 - Bond for 116 Townsend Harbor Rd
 - *No Decision – have not received an estimate*

8. BOARD DISCUSSIONS

- Master Plan

9. ABUTTING COMMUNITY NOTICES

- Fitchburg Planning Board – Zoning Act
- *No action required by board*

10. COMMITTEE REPORTS

- Master Plan Steering Committee
 - *Nothing new, finalizing/collecting input requests*
- Open Space Committee
 - *Drafting bylaw omission statement, expanding board*
- Municipal Bldg. Design Committee
 - *Continues to meet 2 Mondays a month, Ritter renovations progressing fast*
- Capital Planning Committee
 - *Continues to meet, will be going past end of year deadline with the Town Manager's approval*
- Economic Development Committee

- *Nov meeting cancelled, will have Dec meeting – discussing Ribbon cutting ceremonies for new businesses in town*
- Storm Water Task Force
 - *Nov meeting postponed due to Special Town Meeting- Consultant approved*
- Montachusett Regional Planning Commission
- Montachusett Joint Transportation Committee

11. MINUTES APPROVAL

- *No minutes to approve as still a backlog due to staffing*

12. MEETING SCHEDULE

(6:00 P.M. at Town Hall or stated otherwise)

12/15, 1/5/26, 1/19/26

- *December condensed to 1 meeting due to Holidays*
- *A. Burney will not be attending 1/5/26 meeting*

13. BOARD COMMENT

- *A. Burney welcomed Leigh Bain as the new Admin for the Planning Dept.*

14. ADJOURNMENT

- *Motion moved by A. Burney; T. Willsmer second*
- *Closed 7:20pm*