

INITIALS \_\_\_\_\_

## **LUNENBURG PLANNING BOARD TOWN OF LUNENBURG**

Emerick R. Bakaysa, Chair  
Joanna L. Bilotta-Simeone, Vice-Chair  
Nathan J. Lockwood, Mbr.  
Damon McQuaid, Mbr.  
Matthew Allison, Mbr.  
Marion M. Benson, Planning Director



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

Minutes  
June 10, 2013

Meeting Posted: Yes  
Place: Town Hall, 17 Main Street, Lunenburg, MA 01462  
Time: 6:30 PM

Present: Emerick R. Bakaysa, Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Matthew Allison, Marion M. Benson

**PUBLIC HEARING: Whites Wood- Modification-** See separate minutes.

### **BOARD REORGANIZATION:**

Chair- Motion to nominate Ms. Bilotta-Simeone, Mr. Bakaysa, Second, Mr. Lockwood, all aye.  
Vice Chair- Motion to nominate Mr. Lockwood, Mr. Bakaysa, Second, Ms. Bilotta-Simeone, all aye.  
Clerk- Motion to nominate Mr. McQuaid, Mr. Bakaysa, Second, Ms. Bilotta-Simeone, all aye.  
MRPC Representative- Motion to nominate Ms. Bilotta-Simeone, Mr. Bakaysa, Second, Mr. Allison, all aye.  
MJTC Representative- Motion to nominate Mr. Allison, Ms. Bilotta-Simeone, Second, Mr. McQuaid, all aye.  
School Building Committee Representative- Motion to nominate Mr. Lockwood, Ms. Bilotta-Simeone, Second, Mr. Allison, all aye.  
School Re-Use Committee Representative- Motion to nominate Mr. McQuaid, Ms. Bilotta-Simeone, Second, Mr. Allison, all aye.

### **MINUTES APPROVAL:** The following minutes were signed.

4-13-13, Motion to approve, Mr. Bakaysa, Second, Mr. Lockwood  
4-20-13, Motion to approve, Mr. Lockwood, Second, Mr. Bakaysa  
4-22-13, Motion to approve, Mr. Bakaysa, Second, Mr. Lockwood  
4-22-13, Aro Estates Public Hearing, Motion to approve, Mr. Bakaysa, Second, Mr. Lockwood  
4-24-13, 35 Leominster Road Public Hearing, Motion to approve, Mr. Bakaysa, Second, Mr. Lockwood  
4-24-13, Motion to approve, Mr. Bakaysa, Second, Mr. Lockwood  
5-13-13, Motion to approve, Mr. Lockwood, Second, Ms. Bilotta-Simeone

### **COMMITTEE REPORTS:**

**MJTC- Mr. Allison-** No meeting  
**MRPC- Ms. Bilotta-Simeone-** Working on new budget system  
**School Building Committee- Mr. Lockwood-** Next meeting June 17, 2013. Meeting with MSBA to approve schematic set for July 31, 2013. Sub-committee being formed to select construction manager at risk.  
**Capital Planning Committee- Ms. Benson-** Committee to meet through the summer to review and refine current forms.

### **PLANNING DIRECTOR'S REPORTS/NEW BUSINESS/DEVELOPMENT STATUS REPORTS:**

**Goals, Planning Director and Planning Board-** Board Goals distributed to Board members for review. Planning Board Goals will be placed on agenda for discussion on June 24, 2013. Planning Director Goals distributed to Board members for their information only.

**New England Farms, Leominster-Shirley Road-** Permits issued and review fees current.

**Emerald Place at Lake Whalom-** Site inspection report noted berm damage from plowing, roadway “potholes”, and pavement and curbing needing repair. Developer has started repairing potholes. The structures on the beach and Rose Garden Road (approximately 13 units) will not be built until the market improves.

**Tri Town Landing, Youngs Road-** As Built submitted and reviewed. Reviewing engineer notes As Built consistent with engineering/site items installed and recommends acceptance of the Plan and release for occupancy.

**Asian Imperial, Electric Avenue-** Link chain gating installed. The Applicant is hoping to purchase adjacent land for parking.

**651 Chase Road, Solar Status-** Noted draft agreement between the Building Inspector and NuGen Capital Management LLC for conditional building permit.

**Marijuana Clinic Status-** Board needs to start looking at a bylaw to regulate Town siting of clinics.

**Zoning Legislation-** Noted MassPlanners held hearing on House Bill #1859 (zoning reform) on May 14, 2013 at the State House.

**MRPC- DLTA and Economic Development-** A Master Plan Committee needs to be formed, either with only Planning Board members, or both Planning Board members and citizens-at-large. It was suggested to confer with MRPC regarding same.

**NOTICES AND COMMUNICATIONS:** Tabled

**SUMMER MEETING SCHEDULE:**

June 24 – 6:30 PM, Ritter Memorial Building

July 8 – 6:30 PM, Town Hall

July 22 – 6:30 PM, Ritter Memorial Building

August 12 – 6:30 PM, Town Hall

August 26 – 6:30 PM, Ritter Memorial Building

(Board members to email Ms. Benson with their summer vacation dates.)

**MEMBER ISSUES:**

- Ms. Bilotta-Simeone noted Open Meeting Law presentation by Town Counsel.
- Ms. Bilotta-Simeone requested agenda packet be mailed to her prior to meetings.
- Mr. Bakaysa and Ms. Bilotta-Simeone requested that the Board be supplied with copies of items Ms. Benson brings up during meetings.
- Mr. McQuaid and Mr. Allison need a copy of the Open Space Plan.
- Mr. Allison inquired if a “road book” exists which shows edge of pavement and edge of right-of-way for Lunenburg roads. Ms. Benson to inquire of DPW Director.

**ADJOURNMENT:** Motion to adjourn, Mr. Allison, Second, Mr. Bakaysa, adjourned 8:30 PM