

INITIALS _____

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

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



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Minutes
September 9, 2013

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

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

Absent: Marion M. Benson

EXECUTIVE SESSION: Separate minutes

MINUTES APPROVAL: Motion to approve 8-26-13, Mr. Lockwood, Second, Mr. McQuaid. Minutes signed.

COMMITTEE REPORTS:

MJTC, Mr. Allison- No meeting

MRPC, Ms. Bilotta-Simeone- Discussion regarding the possible casino (slot machines only) to be located on Route 117 in Leominster.

School Building Committee, Mr. Lockwood- Committee had discussion as to how number of students was calculated. The project must go to town meeting; no date set yet for a fall town meeting. Committee is discussing a possible January Special Town Meeting.

Building Reuse Committee, Mr. McQuaid- No meeting

Capital Planning Committee, Ms. Benson- No report

OLD BUSINESS: Planning Board Goals- Board members will review their individual "assignments" with continued discussion at the September 23rd Board Meeting. Ms. Bilotta-Simeone noted if any member has a specific question regarding same, they can email Ms. Benson.

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

Stone Farm Estates- No report

Highfield Village, Massachusetts Avenue- Supplemental Draft EIS received in Planning Office.

Mobil Station, Leominster Shirley Road- Work continues. Progress reports being submitted to the Planning Office. Mr. Allison requested that Progress Reports be distributed to Board members as they are received in the office. He questioned the proposed sewer line being located six inches above the water main as he believes industry standard is a minimum of 18 inch separation. Mr. Bakaysa noted that the Board hires reviewing engineers to make those judgments and that the Board should not be reviewing something that has already been reviewed by a certified engineer. It is the intent for Board members to work relative to the Town's bylaws. If there had been an issue, the reviewing engineer would have brought it to the Board's attention. Mr. Bakaysa felt Mr. Allison was implying that the reviewing engineer did not have all his facts. Mr. Lockwood opined that if a Board member has expertise in an area, he/she should be allowed to voice concerns. Ms. Bilotta-Simeone noted that when the project engineer and the reviewing engineer are before the Board for a project, that is the time to ask those questions. To sit and say that on approved plans, the plans are all wrong, is inappropriate.

Emerald Place at Lake Whalom- Appointment at 6:45 PM, September 23, 2013.

Tri Town Landing, Youngs Road- Board requested Ms. Benson forward 40S guidelines to Board members.

Whalom Road LLC/Lunenburg Village- Hearing continued to September 25, 2013. Mr. Allison noted he attended the last continuation and brought before the ZBA the fact that he felt the name "Lunenburg Village" was inappropriate.

Whites Woods, Phase III, White Street- No report

Medical Marijuana Clinic- not discussed

MGL Ch 40 §10- Section states that "...a town having a population of not less than ten thousand, may provide and maintain one or more public markets,...for this purpose may acquire land by gift or purchase..." Mr. Allison opined this would benefit the Agricultural Commission. He noted he brought up a mapping commission at the last Board meeting and a municipal data processing center; he has also brought these items to the Town Manager's attention.

Lunenburg Hazard Mitigation Plan Update- As noted at the August 26th Board meeting, Mr. Allison again quoted a portion of the matrix on pg. 84, "The Planning Board is reviewing Zoning Bylaws and regulations to determine the best way to accomplish all Flood Related Hazards Mitigations." Ms. Bilotta-Simeone noted Fire Chief Sullivan informed Ms. Benson there has been no update since September 2012 and he will inform Ms. Benson when another meeting is scheduled. Mr. Allison noted Meeting Notice dated June 25, 2013. Ms. Bilotta-Simeone will request Ms. Benson check.

ACTION FILE:

Citizen Survey- Account won't be activated until payment received. IT Director will inform the Planning Office when account is up and running.

Landscape Yard Area Requirements- not discussed

Town Owned Land- Noted list

Fee Schedule- Noted Fee Schedules for Harvard and Shirley

MRPC- Will present to the Board on September 23, 2013.

Rules and Regulations Governing the Subdivision of Land- not discussed

Notices and Communications- not discussed

NRWA September 2013 Events-not discussed

MEETING SCHEDULE:

September 23 – 6:30 PM, Ritter Memorial Building

October 14 – HOLIDAY – Board will determine a meeting date at its September 23rd meeting.

October 28 – Ritter Memorial Building

MEMBER ISSUES:

1. Mr. Allison noted the Agricultural Commission is interested in how a 4-H is developed within a town. He also noted in looking through the 2011 Town Elected Officials that Ruth Anderson is a 4-H representative.
2. Mr. Allison is not clear on his position as Liaison with the Agricultural Commission. His understanding from the Commission Chair is that, per Ms. Benson, he is there to observe and not partake in the communications. Ms. Bilotta-Simeone noted he is the Liaison. Mr. McQuaid opined that Mr. Allison's role as Liaison was to answer any questions the Agricultural Commission may have and to relay information to the Planning Board. He is not an active, voting member, but more of a resource for the Commission. Mr. Lockwood opined that if there are issues of common concern Mr. Allison can be the conduit between the Board and the Commission.
3. Ms. Bertram, Board of Selectmen, spoke to her role as Liaison between the Board of Selectmen and the Planning Board. The Board of Selectmen felt this was an avenue to understand what goes on throughout the Town. She is a resource for the Planning Board, but not an active participant in the Planning Board process. She shares with the Board of Selectmen what is going on with the Planning Board.
4. Mr. Allison noted that the Agricultural Commission questions the Building Reuse Committee as to locating a grange hall at the old primary school. Mr. McQuaid, Building Reuse Committee member, noted that the building is not the focus of the Reuse Committee and there is still the potential for senior housing to be located there through HUD. Mr. McQuaid requested that Mr. Allison inquire of basic needs of the Agricultural Commission, which he will bring forth to the Reuse Committee.
5. Mr. Lockwood hopes that with Town Center planning, the old primary school will become a topic of discussion.
6. Mr. McQuaid noted there is no central location for all Town documents and that some of the old blueprint drawings the Reuse Committee is viewing are missing pages. He requested if anyone within Town is aware of where they may be, to please get them to the Reuse Committee for scanning.

7. Mr. Lockwood noted in reviewing Bylaws, and Rules and Regulations, there are no enforcements and/or penalties if an applicant does not comply with the Bylaw and/or Rules and Regulations. He would like to discuss augmenting the Rules and Regulations Governing the Subdivision of Land with appropriate enforcement measures/penalties. This will be an Action Item for the September 23, 2013 meeting. Ms. Bilotta-Simeone will request Ms. Benson check with surrounding communities for their enforcements.
8. Mr. Allison noted that the 2011 Town Report stated 40 iPads were purchased for the schools and he felt they could be shared with the Board.
9. Ms. Bilotta-Simeone inquired of Ms. Bertram the status of the gas station located in the center of Town. Ms. Bertram noted there is a legal owner. Of concern is if the Town auctions the property, what responsibility does the Town assume under MGL Ch 21E. It is a contaminated site.
10. Ms. Bertram noted the old primary school may possibly be developed as Over 55 housing. She also noted the Lane property on Holman Street is being actively marketed. The Board of Selectmen is looking to create overall criteria by which to evaluate Chapter land so when a property becomes available, they will have this resource. This resource will help them determine whether or not the Town should attempt to purchase the land.

ADJOURNMENT: Motion to adjourn, Mr. Bakaysa, Second, Mr. Allison, adjourned 8:42 PM.

Documents used at meeting:

Minutes 8-26-13

Planning Board Goals

Mobil Station Progress Report

Whalom Road LLC Hearing Continuation Notice

MGL Ch 40, §10

Lunenburg Hazard Mitigation Plan Update

Town Owned Land listing

Fee Schedules- Harvard and Shirley