

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  
October 28, 2013

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg, MA

Time: 6:30 PM

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

**PUBLIC COMMENT:** none

**BOARD COMMENT:** Ms. Benson noted that the Board's previous consultant, Carol Thomas, celebrated her 90<sup>th</sup> birthday. Ms. Thomas has been invited by Harvard University to present her papers. Part of Lunenburg's history will be included in those papers.

**Highfield Village-** Project Engineer Kent Oldfield provided copies of most recent MEPA (Massachusetts Environmental Policy Act) Certificate as a result of the draft EIR (Environmental Impact Report). Sewer Commission has sent sewer plans to Weston & Sampson for review. Applicant plans to submit final EIR the first week of November. Mr. Allison noted that he did not feel the plans he was viewing were appropriate for a definitive submittal. Mr. Oldfield noted Mr. Allison was not looking at a definitive plan, but an overview that was presented to the Board at its August 12, 2013 meeting. Mr. Oldfield will pdf Definitive to Ms. Benson and she will forward to Mr. Allison. The developer Mr. Smith noted the plan has gone through several iterations over the years. Mr. Allison is not happy with all the extensions given to the project. The Applicant is hoping to have approval from the Sewer Commission within a couple of weeks. Mr. Lockwood inquired if there would be any public hearing through the Board; Ms. Benson responded that the Board already held a public hearing and approved the project. Motion for extension approval to January 31, 2014, Mr. Lockwood, Second, Mr. McQuaid, Roll Call Vote- Mr. Lockwood, aye; Mr. Bakaysa, aye; Mr. McQuaid, aye; Mr. Allison, nay; Ms. Bilotta-Simeone, aye. Motion passed 4-1.

**MINUTES APPROVAL:** Motion to approve 10-7-13, Mr. Lockwood, Second, Mr. Bakaysa. Motion to approve 9-23-13, Mr. Lockwood, Second Mr. Allison. Motion to approve Force Corp. Information Meeting 9-23-13, Mr. Lockwood, Second, Mr. McQuaid.

### **COMMITTEE REPORTS:**

**MJTC, Mr. Allison-** No meeting

**MRPC, Ms. Bilotta-Simeone-** Will meet 10-30-13

**School Building Committee, Mr. Lockwood-** Mr. Lockwood also on a sub-committee to look at cost estimation of the schematic design. Committee going back to MSBA for final review of estimate. Public forum being held Wednesday, October 30<sup>th</sup>, Lunenburg High School. Ms. Benson noted Smart Growth information provided to School Superintendent. Mr. Allison inquired if the proposed greenhouse was included in the state reimbursement. No, Town bears entire expense of approximately \$350,000.00. Mr. Allison noted the Agricultural Commission felt it was not functional for the cost. The School Building Committee is aware and in discussions with AgCom. Figures were provided regarding possible taxes to residents. Median cost of home \$250-280,000 – would pay \$525/yr in increased tax on 30-yr financing; \$650/yr on 20-yr financing. Mr. Bakaysa concerned with long term property management and doing appropriate repairs when they need to be done.

**Building Reuse Committee, Mr. McQuaid-** Updated the Committee with MRPC's presentation to the Board on possible Village District as the Committee would want to know the zoning for the Town Center. The Board is not for spot zoning. Would an Overlay District be possibility? Committee feels Eagle House should remain, possibly sell Ritter (refurbish Town Hall for Ritter staff), fix Town Hall for continued Town offices. New school has not provided for housing school administrative staff currently located in Passios and Brooks House. Mr. Lockwood noted that a town cannot be subject to 40R unless it meets Safe Harbor criteria. To meet it, 10% of units would be classified as affordable. In terms of counting units against the cap, you can go a lot further with rentals than ownership. He opined that the Board should take this into consideration for the Center. Ms. Benson noted that the construction of Buildings 4, 5, and 6 at Tri Town Landing are on hold as the state is not currently providing support. More investigation of Safe Harbor criteria is necessary.

**Capital Planning Committee, Ms. Benson-** Committee meeting October 30<sup>th</sup> with presentation from the DPW Director.

**Green Community Task Force, Ms. Benson-** Criteria has been met for Lunenburg to be a Green Community. Draft letter prepared for Town Counsel confirming same. Ms. Bilotta-Simeone noted that the Board of Selectmen voted to change the Task Force from a seven- to a five- member Task Force.

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

**Force Corp., 305 Leominster Shirley Road-** Office still awaiting revised plans per peer review.

**Whites Woods, Massachusetts Avenue-** Noted weekly progress reports.

**Mobil Station, Leominster Shirley Road-** As Built received and reviewed. Project released for opening. Ms. Bilotta-Simeone noted will be open 365 days/year, 24/7.

**615/617 Leominster Road-** Application received to separate an existing common driveway into two new driveway entrances to existing residences. This will involve creating a new curb cut and modifying the existing one. There is an existing business at 615 Leominster Road that generates additional traffic on the common drive. The proposed work will separate the driveways and significantly increase the safety to 617 Leominster Road. A public hearing will be held at the November 25, 2013 Board meeting (at Town Hall if available). Mr. Bakaysa inquired as to the business at 615 Leominster Road.

**35 Leominster Road-** Mr. Sauvageau, Building Commissioner/Zoning Official extended the building permit to an expiration date of December 31, 2014. Board discussion ensued; Mr. Bakaysa noted that the Special Permit was given by the Board and that the Directives stated the "...Applicant shall complete construction of barn...by October 31, 2013..." Should request have come to Board for approval/disapproval prior to Building Official issuing extension? Ms. Benson to inquire of Mr. Sauvageau.

**Citizen Survey-** Survey available on line and at various locations throughout Lunenburg. Ms. Benson spoke with Town Manager. Town Manager will publicize via voicemail message through Blackboard Connect.

**40R Density Bonus Payment-** Payment Contract signed and executed between DHCD and the Town of Lunenburg. Town Manager anticipates funds to follow.

**621 Chase Road-** New Cingular Wireless PCS, LLC (AT&T) applying for building permit for installation of transmission equipment on the existing tower and within the existing equipment compound. Section 6409 of the federal Middle Class Tax Relief and Job Creation Act of 2012 states that "...simple collocations and/or equipment upgrades...must now be approved with the issuance of a building permit". "a State or local government may not deny, and shall approve, any eligible facilities request for a modification of an existing wireless tower or based station that does not substantially change the physical dimensions of such tower or base station".

**270 Electric Avenue-** Same as noted above for 621 Chase Road.

#### **ACTION FILE:**

**Medical Marijuana Clinic-** Ms. Benson to provide draft moratorium warrant article for November 25<sup>th</sup> Board meeting. Ms. Benson also to research Sunset Clause.

**MRPC Trail Inventory Update-** Provided to Board.

#### **MEETING SCHEDULE:**

November 14- Board to MRPC

November 25- Scenic Road Public Hearing followed by Board meeting

Ms. Benson noted scheduled meeting regarding Holman Street property. Mr. Bakaysa to represent Board in negotiations.

**EXECUTIVE SESSION:** Mr. Allison requested to go into Executive Session in response to a previous Executive Session. Discussion ensued. Motion to leave Regular Session, enter into Executive Session, not to return to Regular Session, Mr. Allison, Second, Mr. Lockwood, Roll Call Vote- Mr. Allison, aye; Mr. Bakaysa, aye; Mr. McQuaid, aye; Mr. Lockwood, aye; Ms. Bilotta-Simeone, aye. Separate minutes.

Adjourned Regular Session 8:20 PM.

Documents used at meeting:

Minutes 10-7-13

Minutes 9-23-13

Minutes Force Corp. Information Meeting 9-23-13

Highfield Village MEPA Certificate

Whites Woods Weekly Progress Reports

Mobil Station Weekly Progress Reports

Mobil Station Letter of Release

Scenic Road Application- 615/517 Leominster Road

35 Leominster Road- Building Permit Extension

40R Density Bonus Payment Contract

621 Chase Road- New Cingular Wireless PCS, LLC (AT&T), Building Permit Application

270 Electric Avenue- New Cingular Wireless PCS, LLC (AT&T), Building Permit Application

MRPC Trail Inventory Update