

INITIALS _____

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Kenneth Chenis, Mbr.
Marion M. Benson, Planning Director



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Minutes
June 23, 2014

Meeting Posted: Yes

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

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis, Chantell Fleck, MRPC

Absent: Marion M. Benson

PUBLIC COMMENT: Resident David Rodgers noted his letter to the Planning Board regarding discrepancies on the new school plan and the Lunenburg Town Bylaws.

PUBLIC HEARING (cont'd), Highfield Village, Northfield Road- See separate minutes. Motion D. McQuaid, to enter into Public Hearing, Second, N. Lockwood. All aye.

MS/HS Project Update- Reviewing engineer Anthony Cleaves, Whitman and Bingham Associates (WBA) went through a follow-up review of responses and additional information regarding the submission. Follow-up review is on file in the Planning Office.

J. Bilotta-Simeone inquired if the Board was authorized to vote on waivers for the school project as this is considered a "courtesy" review. C. Fleck recommended that even though this is not a formal review, the Board should go through the process as there may be conditions placed on specific waivers. The Board opined that in order whether or not to grant waivers, many of the items would benefit from input of the DPW Director. A. Cleaves noted specific items that he felt required a waiver- 1, 2, 3, 5, 6, 7, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 75. J. Bilotta-Simeone and C. Fleck will meet with the DPW Director to get his input.

Mr. Rodgers again expressed his concern over insufficient parking and drainage.

ANR, 174 Northfield Road- Motion to endorse ANR Plan, K. Chenis, Second, D. McQuaid, all aye. Plan endorsed.

MINUTES APPROVAL:

Motion, D. McQuaid, to approve 6-9-14, Second, N. Lockwood.

Motion, N. Lockwood, to approve 6-9-14 Highfield Village Hearing, Second, D. McQuaid .

6-16-14 and 6-18-14 not available

COMMITTEE REPORTS:

MRPC, J. Bilotta-Simeone- No report

School Building Committee, N. Lockwood- A public meeting will be held with abutters on June 25th, 6:00 PM, Passios.

Building Reuse Committee, D. McQuaid- Joint meeting held with the Planning Board June 18th.

MJTC, K. Chenis- Unable to attend June 18th meeting due to conflict with Board meeting.

J. Bilotta-Simeone noted the Board needs to be represented on the Open Space Committee. Current members opined they are unable to make the time commitment. It will be brought up with the incoming member. She also noted Talent Bank forms being accepted for the Board vacancy until June 30th. Interviews being set before the Board for the July 14th meeting.

NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

MS/HS Project- See presentation above.

Highfield Village- See separate hearing continuation minutes.

Force Corporation, 305 Leominster Shirley Road- J. Bilotta-Simeone noted septic completed. Work commencing on fence.

Definitive Subdivision, 50 Elmwood Road- Haybale locations being staked. Four foot chain link fence being erected.

Whites Woods, Mass Ave- No report.

Emerald Place at Lake Whalom- No report.

651 Chase Road Solar- No report.

265 Pleasant Street Solar- No report.

White Tail Crossing- Internal meeting to be scheduled with developer, Planning Consultant, and Board Chair.

ACTION FILE:

Board Vacancy- See above.

145 Page Street, ROFR- Board discussion ensued. Consensus is to send letter to Board of Selectmen noting the Board supports whatever the Conservation Commission and the Open Space committee recommend.

Year-End Encumbrances- Signed by Board in the absence of a Planning Director.

250 Whalom Road, Lunenburg Village- No report

40 Leominster Shirley Road- Noted response from Historical Commission to EBI Consulting.

Village District Draft Bylaw- A public meeting will be held by the Historical Commission on June 30th on the history of Town Center. N. Lockwood noted a date needs to be set for a public forum. The Board needs to compose a framework presentation. A planning meeting will be set for July 21st; invite a couple members of the Re-Use Committee. If possible, cover during the July 14th meeting so the July 21st meeting would not be necessary. Board requested C. Fleck forward them a charrette sample. The Board would like to have a Village District Bylaw for fall special town meeting. C. Fleck will send the State Village model to the Board. She noted that the village draft was modelled after the Board's existing Bylaw format and it cross-references other sections of the bylaw. A charrette will be scheduled for July 30th; "walk-around" at 6:00 PM and meeting at 7:00 PM. Board would like to do "break-out groups" with individual members covering a specific topic. Preferred location is the Town Hall; if not available, the library.

Master Plan- At the June 16th Master Plan workshop, the Board recommended approval of the Economic Development Element and requested it be sent to Town Boards for feedback. Schedule meeting to create the agenda to vet some visions for the Town Center bylaw. Schedule public meeting to vet Town Center bylaw. Involve reps from Re-Use Committee. August 18th meeting to finish the Village Draft Bylaw. August 25th meet with the public. Will have public input and draft bylaw. J. Bilotta-Simeone requested C. Fleck take the state bylaw and see where it "clashes" with the draft bylaw for the July 14th meeting. At the July 14th meeting use the state model to frame the charrette.

MEETING SCHEDULE:

July 14, 6:30 PM, Town Hall

July 21, 6:30 PM, Ritter Building

July 28, 6:30 PM, Ritter Building

July 30, 6:00 PM, Town Hall or Library

August 11, 6:30 PM, Town Hall

August 18, 6:30 PM, Ritter Building

August 25, 6:30 PM, Town Hall

ADJOURNMENT:

Motion, D. McQuaid to adjourn, Second, N. Lockwood, Adjourned 9:15 PM.

Documents used at meeting:

Minutes 6/9/14

Minutes 6/9/14 Highfield Village Hearing Continuation

ANR Plan, 174 Northfield Road

145 Page Street, Right of First Refusal

40 Leominster Shirley Road, Historical Commission letter to EBI Consulting

Village District Draft Bylaw