



# Hubbardston Massachusetts

## Planning Board Meeting Minutes

**Date:** November 2, 2022

**Location:** 7 Main Street, Slade Building, Hubbardston, MA 01452

**Members Present:** Kristofer Munroe, Francois Steiger, Alice Livdahl, Bill Homans, Erica Dack

**Members Absent:** John Demalia

**Other Attendees:** Bill Murray (Places Associates), Joanne Tavano, Anthony Tavano, Nancy Denis, Mike Stoll

### 1) Call to Order – 6:30 pm

2) Chair Munroe calls for any public comments on non-agenda items. NONE

3) Minutes Approval

4)

- a. Member Livdahl offers motion to accept minutes from 6/16/22 with minor edits provided, second by Member Steiger. Motion is approved with three affirmative votes (Munroe, Livdahl, Steiger), Member Homans abstains.
- b. Member Livdahl offers motion to accept minutes from 10/20/22 as submitted, second by Member Steiger. Motion is approved with three affirmative votes (Munroe, Livdahl, Steiger), Member Homans abstains.

### 5) New Business:

- a. Joanne Tavano wishes to build a duplex on a 10-acre lot on Lombard Rd., and is seeking guidance on the requirements for this. Member Livdahl references Zoning Bylaw 4.1 b., stating that a duplex unit is allowed by right, with an additional 30,000 ft<sup>2</sup> over the required lot area for a single-family residence and an additional 50 ft. of frontage. Zoning Bylaw 4.2 e. also allows multiple units (up to four) by special permit, with an additional 30,000 ft<sup>2</sup> lot area and an additional 50 ft. of frontage for each unit.

Bill Murray points out that the much of the lot is located within a Surface Water Protection Zone A, which will limit the possible locations for a septic system.

Mike Stoll points out that streams running through the property run into a trout stream and that there are vernal pools in the general area.

### 6) Old Business:

- a. Unauthorized tree removal, 7 New Templeton Rd, Aho.  
Bill Murray presents information from his site visit. He agrees that there was not a better alternate location for the driveway and that the existing trees would have had to have been cut to provide



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visibility for the selected driveway location. He recommends grinding the stumps down flush to provide better visibility from the driveway, with planting and stabilization if necessary. He also recommends collecting a bond to ensure performance of this work.

Chair Munroe states that a discussion of possible fines for the unauthorized cutting will be part of the public hearing on November 17.

**Action Item:** Clerk will forward a copy of the Places Associates technical review letter to Mr. Aho by email.

- b. 44 Healdville Rd, Denis, completion of tree cutting remediation.  
Member Livdahl and Nancy Denis rehash the genesis of this situation with regard to the original scenic road application and subsequent activities. Clerk Kresge presents results of his review of the meeting notes and correspondence on this issue. He summarizes the remediation conditions that were discussed at PB meeting of Nov. 18, 2021 and memorialized in subsequent letter, including restoration of stone wall, cutting of tree stumps to less than 6" above grade, and re-grading the right of way surface to be free of ruts and gouges. In January 2022, the Board issued a letter of substantial completion regarding the stone wall and stumps, and left the right of way grading to further discussions between Nancy Denis and Bill Murray. Mr. Kresge points out that additional actions such as grinding stumps flush or removing them were not part of the original requirements.

Chair Munroe solicits input from Board on whether the requirements contained in the November 2021 letter should be the measure of compliance. Nancy Denis says that if stumps need to be cut down further, they'll cut them further.

Chair Munroe suggests that stump heights need to be checked, cut if necessary, and right of way grading evaluated, and asks when the work could be completed. Nancy Denis replies that it could be complete before next meeting.

**Action Item:** Denises to cut stumps and/or even out ground surface if necessary, before Nov. 17 meeting. Bill Murray will stop by to evaluate conditions.

## 7) Administrative matters:

Chair Munroe and Clerk Kresge present thoughts on ways to streamline and systematize the application process for Board matters. Clerk Kresge recommends that in order to ensure clear communications with the public, application forms should include checklists and some kind of context for the evaluation criteria the Board uses when considering an application.

First on the list is the Scenic Road application since that's been a common application. Chair Munroe expresses a desire to examine application fees as part of this redesign process. Member Livdahl points out that some fees are set in bylaws and need to be changed at Town Meeting, but others can be changed by



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Board action.

With regard to Town Meeting, Chair Munroe observes that the Board needs to be thinking in general about what issues should be presented at the June Town Meeting, and that these need to be discussed at the November 17 meeting.

During discussion of fee structures, Member Homans expresses desire to not go overboard imposing unnecessary fees and/or rules on applicants. Member Steiger and Chair Munroe observe that many of the costs originate in bylaw requirements, and that pass-through costs for things like legal notices and advertisements are appropriate. Chair Munroe just wants the requirements to be clear up front for applicants, but that unnecessary levels of regulation are not desirable.

Clerk Kresge's goal is to draft a new Scenic Road form for Board review and asks for a few specific guidance items on the current form. He points out that the current form calls for a 6" stump height and asks whether this should be re-evaluated in the context of Places Associates recommendation for grinding to ground surface. After discussion, the Board settled on a performance standard of grinding to ground surface.

Chair Munroe runs through a list of current PB projects and indicates that these need to be discussed in detail at the next meeting. With regard to the Town Center zoning project, Member Livdahl inquires whether zoning dimensional requirements could be reduced to increase density. Bill Murray points out that with no public water or sewer systems, the minimum lot size for a well and septic system is 40,000 ft<sup>2</sup>, and that the soil types in the Town Center area are not favorable for smaller septic designs. Member Livdahl understands constraints, but thinks that some kind of flexibility could be built into things like frontage requirements to support housing needs.

With regard to Zoning Bylaw updates, Member Livdahl requests help to research history of the Commercial Zone definition and the zoning map.

**Action Item:** Clerk Kresge will research Town Meeting votes to try to establish a chronology of Commercial Zone changes.

8) Public Comment:

- a. Mike Stoll would like to receive a copy of the Surface Water Protection Zone A map that was presented to Joanne Tavano.

**Action Item:** Clerk Kresge will provide a copy of the map and instruction on using the MassMapper data layers.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,  
Mark Kresge  
Land Use Clerk