



Hubbardston Massachusetts

Planning Board Meeting Minutes

Date: January 4, 2023

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

Members Present: Kristofer Munroe, Alice Livdahl, Bill Homans, John DeMalia (partial), Erica Dack

Members Absent: Francois Steiger

Other Attendees: MaryAnn DiPinto (Three Oaks Environmental)

1) Call to Order – 6:30 pm

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

3) Minutes Acceptance

- a. On a motion by Member Livdahl, seconded by Member Homans, minutes from the 12/04/2022 meeting are approved unanimously with three affirmative votes, Munroe, Livdahl and Homans.

4) New Business: None

5) Old Business:

- a. Crane clay pit restoration decision - signatures and final accounting

Clerk Kresge reads the final decision into the record, which documents the motion made and approved at the December 7, 2022 meeting. Chair Munroe clarifies that the decision was duly approved at the previous meeting, and tonight's action is simply to sign the document. The decision is passed out to the Board for signatures.

Clerk Kresge presents the final accounting for the project including all payments received, expenses incurred, and amounts to be refunded to the applicant. His last knowledge of the performance bond balance was approximately \$10,180, but the final amount to be refunded from this interest-bearing account will be the balance existing as of the date that the check is cut. The actual expenses incurred for technical review, advertising and recording costs were \$497.89 less than the original estimate and fee collected, and this amount will be refunded to the applicant.

Member Livdahl presents a motion to release the performance bond for the Kataisto clay pit in the amount of \$10,180.23 plus interest to date, and to refund excess payment from the Planning Board revolving account 2711-000-5780-0000 in the amount of \$497.89. Motion is seconded by Member Homans.

Roll Call Vote:

Munroe – Aye

Livdahl – Aye

Homans – Aye

Clerk Kresge provides a copy of the project accounting calculations to MaryAnn DiPinto.

- b. Paper Crane Provisions special permit – re-sign previously approved permit

Chair Munroe summarizes situation of the previous Town Clerk leaving her position prior to certifying that no appeal had been received within the 20-day appeal period, and that this might require a new signature page for the decision and certification from the current Town Clerk. Clerk Kresge states that after further discussion, it has been deemed sufficient to append a page to the decision with the new Town Clerk's certification, and that the original signature page can be retained. No action taken.

6) Administrative matters:

- a. Invoice approvals for payment

Invoices are presented for technical review by Places Associates and legal advertising costs.

Member Homans presents a motion for payment of \$205.14 to LocalIQ for advertising costs, seconded by Member Livdahl, approved unanimously. Member Livdahl presents a motion for payment of \$951.85 to Places Associates for work done on the Crane clay pit restoration project, seconded by Member Homans, approved unanimously.

(Member DeMalia arrives at the meeting)

- b. Update on bylaw projects with MRPC.

Chair Munroe announces that Jennifer Burney is no longer working with MRPC. He indicates that Nate Boudreau will be stepping in to help manage the relationship with MRPC, and there will be an upcoming meeting with Karen Chapman (MRPC Planning Director) to discuss project status. Some draft documents were received from Jennifer on the Town Center Zoning project before her departure, and will be a topic for further discussion. No draft was received for the amended Solar bylaw project.

- c. Discussion of previously approved Master Plan chapters

The Master Plan Update project is still in the process of getting organized and restarted, and will be discussed with Karen Chapman. Chair Munroe recommends that further discussion on the existing Master Plan chapters be deferred for the moment.

- d. Review of draft Planning Board annual report

A draft annual report is distributed to the Board for discussion. Member Livdahl recommends that the year be included in the report title, and that it should be noted that the Board's previous affordable housing responsibilities have now been re-assigned to an independent Affordable Housing Committee. The Board would also like to note that amendments to the Rate of Development bylaw were completed, although this bylaw was disallowed in its entirety by the State Attorney General. Clerk Kresge will make these edits to the draft document, for further discussion at the next meeting.

7) Matters Not Reasonably Anticipated by Chair

- a. Chair Munroe would like to revisit the issue of possible revisions to our current zoning bylaw which requires a special permit for child care facilities. He thinks we should fix this in the bylaw since State law does not allow the Town to prohibit or require a special permit for child care facilities. He recommends an agenda item for the next meeting to discuss possible amendments to the bylaw.
- b. Member Livdahl raises issue of latest developments regarding site remediation at the former Town gravel pit (Lot 57) on Pitcherville Rd. Chair Munroe indicates that Town Administrator Boudreau has been tasked with resolving this situation by the Select Board. There will be a presentation by the Town's engineering consultant at the next Select Board meeting to discuss possible options. The two general options are to remove the lead-contaminated soil for off-site disposal, or to place it on-site under a parking lot where it cannot be accessed. The Select Board will have the responsibility for determining the best option to pursue.
- c. Chair Munroe describes the notice we have received about an upcoming regional trails initiative involving the MRPC towns. He plans to attend the kickoff meeting to see if this aligns with some of Hubbardston's economic development goals with regard to trail usage. He also reports on his attendance at a previous meeting where he discussed the possibility of a similar initiative with CMRPC and the Quabbin towns.
- d. Member Livdahl inquires about current status of zoning bylaw changes that would need to go to Town Meeting vote. Chair Munroe indicates that review has not come back from Town Counsel yet. Member Livdahl requests this as an agenda item for the next meeting. She would also like to see the zoning document with clerical changes not requiring a vote finalized and published.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Mark Kresge
Land Use Clerk