



# Hubbardston Massachusetts

## Planning Board Meeting Minutes

**Date:** July 27, 2023

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

**Members Present:** Kristofer Munroe, Francois Steiger, Bill Homans, Erica Dack, Peter Russell

**Other Attendees:** Kevin Delaney (ITW), Kevin Fadden (ITW), Shayna Galinat (ITW), Bill Murray (Places Associates), Katie Young, Mike Stoll.

1. Call to Order – 6:45 p.m.
2. Minutes Approval
  - a. On a motion by Member Homans, seconded by Member Steiger, minutes of 6/29/2023 are approved as presented by unanimous vote (Munroe, Steiger, Homans, Dack).
3. Administrative Matters
  - a. Invoice approval - On a motion by Member Homans, seconded by Member Dack, payment of \$2,065.50 for a Places Associates invoice is approved by unanimous vote (Munroe, Steiger, Homans, Dack).
  - b. Invoice approval - On a motion by Member Homans, seconded by Member Dack, payment of \$1,563.40 for a MRPC membership invoice is approved by unanimous vote (Munroe, Steiger, Homans, Dack).
4. Matters not reasonably anticipated by the Chair
  - a. Nate Boudreau, Town Administrator has inquired about the current zoning bylaw requirements for special permit applications on all co-located equipment on communications towers. Assuming that there are two or three towers constructed, this could mean up to twelve special permit applications for co-located equipment. Mr. Boudreau would like to know if other communities handle this issue in the same manner. Chair Munroe would like to have the Planning Board look into this further since processing this many applications would be a lot of work for the Board. Member Steiger asks what the typical timing would be for colocation applications on a newly constructed tower. Kevin Delaney observes that typically the colocation equipment is installed in a phased manner over several years, depending on carrier construction budgets. Shayna Galinat observes that permitting requirements vary from town to town – sometimes it is just a building permit, sometimes it comes before the Planning Board.

Member Steiger volunteers to look into the issue and discuss with Mr. Boudreau. If it extends until later in the year, Member Homans can assist once the town center construction season wraps up.

- b. Chair Munroe provides an update on the Agriculture Advisory Committee's efforts to develop some kind of agricultural/rural opportunity bylaw. A first draft is nearing completion.
5. Public hearing continuation –Special Permit application for construction of a 145-foot communications tower, filed by Industrial Tower and Wireless, LLC (ITW). The property is located at Assessor's Map: 3 Lot: 189, behind 243 Gardner Road.

Representatives from ITW: Kevin Delaney, Kevin Fadden, Shayna Galinat, Mike Umano (remote).

Representative from Places Associates: Bill Murray

Video recording: [https://youtu.be/\\_IHbLsGyrOg?si=RCRQyzolvfCz4t1z&t=990](https://youtu.be/_IHbLsGyrOg?si=RCRQyzolvfCz4t1z&t=990)

Chair Munroe summarizes the proceedings to date and the additional application materials recently received. The applicant has submitted a draft decision for the Board's review, which has also been reviewed by Places Associates. Mr. Murray presents the results of his review of the supplemental application materials. The Board discusses the issues raised during the review, and Mr. Delaney provides additional detail or clarification on the materials submitted.

Chair Munroe outlines the process for an item by item review of the draft decision. Mr. Murray voices his opinion that it was generally well written, but that some of the language in the draft could be considered to be prejudicial and a bit over the top in support of the application, and that the Board should consider toning down some of this language. The Board proceeds with an itemized review of the draft, with ongoing input on specific items from Mr. Delaney, Ms. Galinat, and Mr. Murray.

After completion of the itemized review, Chair Munroe summarizes that each provision of the draft decision has been reviewed, and all Board members have had the opportunity to comment or revise the provisions, and requests a motion to close the public hearing. Member Homans makes a motion to close the public hearing, seconded by Member Steiger, and the hearing is closed by unanimous vote (Munroe, Steiger, Homans, Dack, Russell). Member Homans presents a motion to approve the special permit and site plan decision with language as marked up during the meeting, for a proposed communications tower at Assessor's Map: 3 Lot: 189. The motion is seconded by Member Steiger. Chair Munroe thanks the Board members, clerk, Mr. Murray, and the applicant for their efforts in bringing this complex application to completion. He re-iterates that the requirements of the federal TeleCommunications Act (TCA) are applicable to this project, that approval is not discretionary, and that improved cell service is strongly supported by the majority of Town citizens. The decision is approved by unanimous vote (Munroe, Steiger, Homans, Dack, Russell).

6. The meeting adjourned at 9:51 p.m.

Respectfully submitted,  
Mark Kresge, Land Use Clerk