



Town of Hubbardston

Planning Board Meeting Minutes

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

Date: Wednesday, February 7, 2019

Members Present: Thomas Robinson (Chair), Kendall Daly, Bill Homans, Alice Livdahl, Francois Steiger (Associate Member)

Members Absent: Craig Boissoneau

Other Attendees: Christina Sutcliffe (Admin), Troy Guinther, Jill and Ron Wical

CALL TO ORDER (6:34 pm) "This meeting is being broadcast live and digitally recorded."

NOTE: Call to Order and Adjourn times are specific times of the meeting start and end times. Any times listed as "Time Stamp" within the minutes are those taken from the YouTube video of the meeting.

Orders of Business:

1. Old Business Agenda items discussed
2. 95 Williamsville Road –
 - a. Troy Guinther came in to discuss rock removal at 95 Williamsville Road. His company was invited in by the owner, Brett Chapman, to remove the walls. They removed ten containers worth of material (15 yard containers – standard trash containers).
 - b. Discussion regarding Bill Murray's review of the project.
 - c. Discussion of front and side rock walls – who owns adjacent properties.
 - d. Scenic Road Application – incomplete because it does not fully state restoration plan. Discussion of what restoration plan will entail.
 - e. Troy Guinther to return in a month to update.(Time Stamp 34:20)
3. 91 Williamsville Road –
 - a. Emails sent to property manager (Noah Seigel) regarding: 1) action plan in response to a complaint and 2) a check for a Compliance Assessment by Bill Murray.

- b. Annual report received. (See attachment #3)
- 4. Gravel Pit Report –
 - a. Marinelli response received (to request by Planning Board to remove construction debris) – see attachment #4. Debris discussed and picture reviewed (see attachment #5).
 - b. Letter suggested to follow up with Marinelli, reiterating removal of debris. Alice Livdahl makes a **MOTION** that “we send a letter to these two women in response to their letter to that effect: (Bill’s comment: “we patiently wait for your prompt response to our request to properly remove the unauthorized material on your property”).” Bill Homans **SECOND’S. ALL IN FAVOR.**

(Time Stamp 53:10)
- 5. Scenic Road Report – postponed – Craig Boissoneau absent.
- 6. Noise Report
 - a. Example of Noise Ordinance presented – Leominster, MA
 - b. Ken Daly to talk to the Chief of Police and Board of Health about their opinion on a noise ordinance, and look historically into possibly previous ordinances
 - c. Discussion of involving other boards in the possible ordinance
- 7. Economic Development Committee – committee still unformed
- 8. Master Plan Form
 - a. Alice Livdahl and Admin to bring in form for next meeting and circulate to board
 - b. DLTA – Discussion that the “Implementation” chapter is not available to be completed until the end, so the board discussed alternate chapter to submit for this grant. Alice Livdahl makes a **MOTION** that “we identify Facilities and Services as an area we would like to apply for the DLTA grant assistance in developing.” Bill Homans **SECOND’S. ALL IN FAVOR**

(Time Stamp 1:21:40)
- 9. Planning Board Accounts – At present Admin still working on Affordable Housing account.
- 10. Community Dev. Guidelines – When the board revisits perhaps they will enlist Bill Murray to assist in application.
- 11. Municipal Solar – This document was forwarded to the TA.
- 12. Electronic Filing Project – The project is being dealt with as a town-wide matter.
- 13. DeMalia Commercial Matter – Postponed for 90 days
- 14. Affordable Housing – The Housing Production Plan has been forwarded to the Select Board for approval. Members of the Planning Board plan to attend that Select Board meeting.
- 15. Rules and Regulation – Updating Fees and proofreading to catch any errors or updates.
- 16. CPA Project Extension – The application was submitted but there is no update.

(Time Stamp 1:36:17)

- 17. Meeting Minutes
 - a. December 5th, 2018 – Alice Livdahl makes a **MOTION** “to approve the minutes of December 5th.” Ken Daly **SECOND’S. ALL IN FAVOR** (Bill Homans abstains, not present at Dec 5th meeting)

- b. December 12th, 2018 – Alice Livdahl makes a **MOTION** “to approve the meeting minutes of December 12th.” Bill Homans **SECOND’S**. **ALL IN FAVOR** (Ken Daly abstains, not present at Dec 12th meeting).

18. Correspondence

- a. Gallant sent an email asking whether she could get a variance. The board’s response is that it feels, from its requested “unofficial” review that an ANR can not be processed, and variances are not the purview of the Planning Board.
- b. Marc Pelletier sent an email requesting what is required of creating a Used Car Dealership at 36 Main Street. The Board reviewed By-Right and By-Special Permit uses in the commercial district and determined that a special permit must be applied for. Also, the board suggests that Mr. Pelletier review the Main Street Committee Plans with respect to that property.

19. Bimonthly Board Report – Template, Discussion of future bullets to be included

20. Streeter Road – pre-discussion of Public Hearing and process. Emails from Sharon Begley regarding concerns of maps discussed. Admin brought up email from Deb Reed and the suggestion that one member of the Planning Board has been asked to be recused. Chair to review process for Streeter Road Public Hearing.

(Time Stamp 2:13:44)

21. Planning Board Budget – TA unavailable. Will present at next PB Meeting.

22. Scenic Road Fee Discussion – List of local towns’ fees for Scenic Road presented (see attachment #6). Bill Homans makes a **MOTION** to “leave it as it is [the current charge for Scenic Road Application].” Ken Daly **SECOND’S**. **ALL IN FAVOR**.

(Time Stamp 2:24:40)

23. Residential Permit of Solar – Discussion of control of solar to limit/protect impact on residential neighbors.

- a. Francois Steiger brings up solar overlay districts for discussion

24. Annual Report – Discussion of what the annual report will contain for submission.

MOTION to ADJOURN (9:38 pm): Bill Homans

- **SECOND:** Alice Livdahl
- **ALL IN FAVOR**

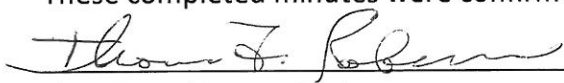
Action Items:

- 1- Bill and Admin to draft letter to Marinelli reiterating status of removal of debris.
- 2- Ken Daly to talk to the Chief of Police and Board of Health about their opinion on a noise ordinance, and look historically into possibly previous ordinances
- 3- Alice Livdahl and Admin to bring in form for next meeting and circulate to board
- 4- Tom Robinson to review process for Streeter Road Public Hearing.

Minutes Recorded by: Christina Sutcliffe (Planning Board Administrative Assistant)

These minutes were approved by vote of the board on May 1, 2019.

These completed minutes were confirmed by:

 on May 14, 2019
Thomas Robinson, Chair Date

Attachments:

1. Agenda
2. Attendance Sheet
3. True Green Annual Report
4. Marinelli Response Letter
5. Picture of Marinelli Debris
6. Local Towns – Scenic Road Fees

NOTE: Attachments are digitally inserted representations of available files. For original documents, see Planning Board Office.

Attachment #1: Meeting Agenda



Planning Board Agenda

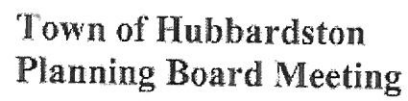
Thursday, February 7, 2018 6:30 PM
Main Street, Hubbardston, Slade Building

Planning Board meetings are broadcast live and digitally recorded

- Call to Order
- Old Business
 - 95 Williamsville Road Rock Removal – Troy Guinther attending
 - 91 Williamsville Road – Site Approval Discussion
 - Gravel Pit Report
 - Scenic Road Report
 - Noise Report
 - Economic and Community Development Report
 - Master Plan updates
 - Planning Board Accounts
 - Commercial Development Guidelines
 - Marinelli Correspondence
 - DLTA Grant Application
 - EOE Grant Application
 - Municipal Solar
 - Electronic Filing Project
 - DeMalia Photo Studio (Postponed until 4/24/2019)
 - Affordable Housing Production Plan
 - Updating Rules and Regulations
 - Planning Board Website
 - CPA Project Application Extension
- Approval of Minutes
- Correspondence
- Bi-monthly Board Report Template
- Streeter Road
- ~~Discussion of Planning Board Budget – Ryan McLane~~
- Scenic Road Fee Discussion
- Residential Solar Discussion
- Annual Report
- Matters Not Reasonably Anticipated by Chair
- Adjourn

Posted by the Chairman of the Planning Board
Updated on 7-Feb-2019 at 11:00 am

6 of 9



Sign In - Please Print

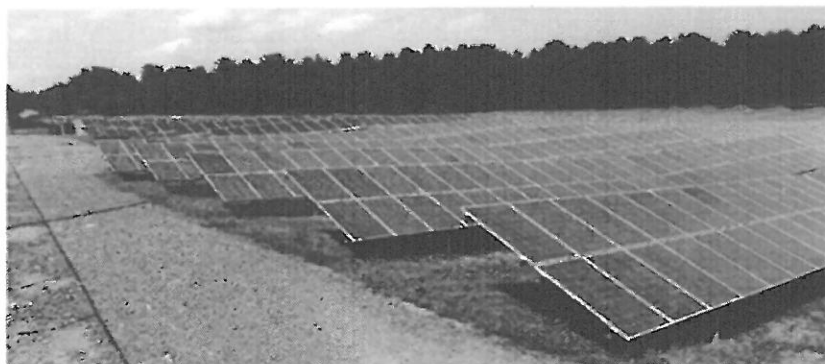
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Attachment #3: True Green Annual Report



TGC Solar Reporting

Operations & Maintenance Report for TGC Hubbardston LLC (Hubbardston)



Prepared for:

True Green Capital Management LLC &

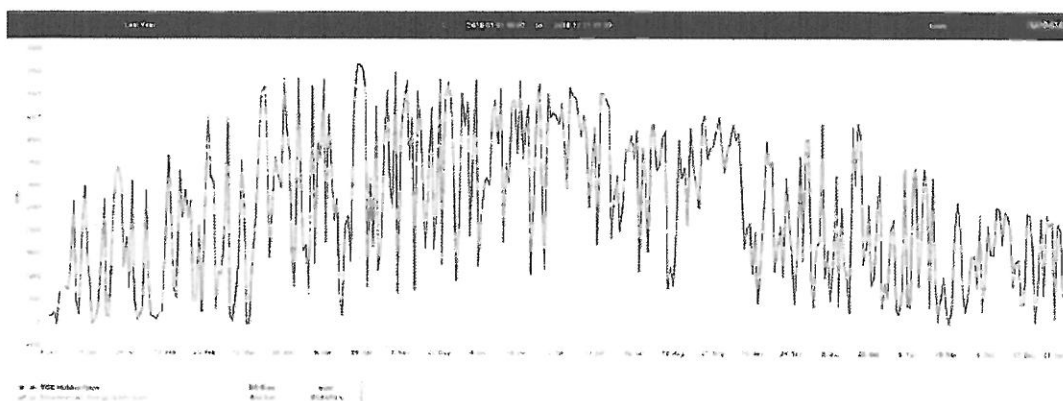
Town of Hubbardston Planning Board | 7 Main Street, Unit #7 | Hubbardston, MA 01452

Attention: Thomas F. Robinson, Chair (trobinson@hubbardstonma.us) &
Christina Sutcliffe, Planning Board Clerk (plan@hubbardstonma.us)

Distributed Asset Solutions LLC



2018 Annual Summary



- DC Size: 841 kW, Annual Production: 913 MWh Produced
- No Major Maintenance Required/Performed
- No Major Actual/Planned System Modifications
- No Change of Ownership
- No Change of Bond Amounts

Distributed Asset Solutions LLC

Attachment #4: Feb 5th, 2019 Marinelli Response Letter

Feb 05 19 09:16p

Louise Proulx

7812722569

p.1

Ann T. Marinelli, Louise M. Proulx

20 Sartell Road

Waltham, MA 02451

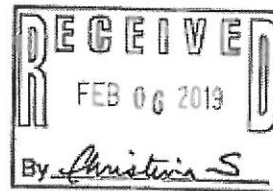
Hubbardston Planning Board

Town of Hubbardston

7 Main St. Unit 7

Hubbardston, MA 01452

Attention: Mr. Thomas Robinson, Chair



For your info, the property is currently subject to a purchase option agreement and that any materials that were placed by unauthorized persons on the property without our permission will be promptly removed when the option is exercised.

We're also asking that the gate be properly secured preventing any other dumping to occur again.

Thank you

Ann T. Marinelli

Louise M. Proulx

Attachment #5: Marinelli Photo of Debris

Marinelli Pit Debris – June 2018 Photo



Attachment #6: Scenic Road Fees – Local Towns

Scenic Road Permit Fees – Montachusett Regional Planning Board
Study done around 2017

Barre*	\$100 per opening
Fitchburg	\$100
Groton	\$200 + professional review and advertising
Winchendon	\$55
Townsend	\$55
Sterling	\$50
Shirley	\$300
Harvard	\$150
Asburnham	\$100

*not from study

22 communities in study, only these 8 had fees for Scenic Road (tree cutting or wall opening)

