



Town of Hubbardston

Planning Board Meeting Minutes

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

Date: Wednesday, January 24, 2019 6:30 pm

Members Present: Thomas Robinson (Chair), Craig Boissoneau, Bill Homans, Alice Livdahl

Members Absent: Francois Steiger (Associate Member), Kendall Daly

Other Attendees: Christina Sutcliffe (Admin), Meg and John DeMalia, Debbi Lindsey, Danielle Areklian

CALL TO ORDER (6:33 pm) "This meeting is being broadcast live and digitally recorded."

Orders of Business:

1. After reading the agenda, the board agrees to address the item meetings which involve members of the public who are present. John and Meg DeMalia are addressed by the Board in reference to their correspondence and Special Permit application regarding their business outside the Commercial zone. John and Meg DeMalia state that they would like to withdraw their application and would like the board to allow them time to pursue other options with regards to the relocation of their business.
 - a. Bill Homans makes a **MOTION** that "we accept the withdrawal of their application on the Gardner Road property." Craig Boissoneau **SECOND'S. ALL IN FAVOR**
 - b. Alice Livdahl makes a **MOTION** to "grant a 90 day extension to prevent any enforcement action against the use of the 177 Gardner Road property for commercial purposes in order to let Tiny Toes Photography return to us and present their plan for relocating their business which may be renewed." Bill Homans **SECOND'S. ALL IN FAVOR**
 - c. Tom Robinson admits that the Planning Board does not have the authority to prevent enforcement, but that the board will alert the Building Dept of their decision to head off any enforcement action.
 - d. The board requests that the board (and the DeMalia's) be alerted when the 90 day extension period is over so that the DeMalia's can update the board.

2. CPA Funding Extension – Danielle Areklian present to answer questions regarding the Extension Application. Bill Homans makes a **MOTION** “to submit the extension application.” Alice Livdahl **SECOND’S. ALL IN FAVOR.**
3. Discussion of dissolution of the Affordable Housing Committee and assumption of the Affordable Housing duties by the Planning Board with advisors solicited from other boards.
4. Correspondence Reviewed
 - a. 95 Williamsville Road – Troy Guinther stated he will be coming on the next meeting on Feb 6th to discuss restoration of the rock walls. Brett Chapman (owner of 95 Williamsville Road) will be contacted to provide the Places Associates quoted \$2400 to cover oversight of wall restoration project.
 - Bill Homans makes a **MOTION** “to give Tom the authority send an email and ask for the check.” Craig Boissoneau **SECOND’S. ALL IN FAVOR.**
5. Board signs Thomas Moore Estate ANR mylar (originals signed at Jan 9th meeting). (Time Stamp 56:30, Part 1)
6. Craig Boissoneau leaves
7. Correspondence Reviewed (item #4 continued)
8. Approval of Housing Production Plan dated May 14, 2017.
 - a. Bill Homans makes a **MOTION** to “approve the Housing Production Plan.” Discussion concerning update of document to include two original amendments by the Board of Selectmen. Bill Homans makes a **FRIENDLY AMENDMENT** to the **MOTION** “with the amendments discussed.” Alice Livdahl **SECOND’S. ALL IN FAVOR.**
 - b. Discussion that the plan will be submitted as a final (not a draft for DHCD review). (Time Stamp 1:19:00, Part 1)
9. Karen Gallant Query Discussion – she sent an unofficial request to the Planning Board inquiring if their property could be divided. They had information from Szoc Surveyors that an ANR was not possible. Based solely on frontage of the lot, the Board’s unofficial response is that Szoc’s opinion was valid and they could not approve an ANR.
 - a. Bill Homans makes a **MOTION** to send a letter stating “the Planning Board made a preliminary review of your concept plan and we can’t approve further subdivision of the single lot.” Alice Livdahl **SECOND’S. ALL IN FAVOR.**
10. DLTA Local Assistance Grant – discussion of grant to create two Master Plan chapters and which chapters should be applied for. Bill Homans makes a **MOTION** to pursue the grant to facilitate the Natural, Historic, and Cultural Resources AND Implementation chapters of the Master Plan. Tom Robinson **SECOND’S. ALL IN FAVOR** (Time Stamp 2:30, Part 2)
11. EOEA Grant Opportunity – discussion regarding grant for chapter. Bill Homans makes a **MOTION** “to pursue the EOEA Grant.” Alice Livdahl **SECOND’S. ALL IN FAVOR**
12. OML Meeting Law Complaint Acknowledged (Jan 22nd of January Complaint attached). Complaint read. Discussion ensues regarding the response to the complaint. Bill Homans makes a **MOTION** to “send this off to Ryan.” Discussion continues that Tom Robinson will draft before it goes to the TA and legal. Alice Livdahl **SECOND’S. ALL IN FAVOR.**

MOTION to ADJOURN (9:04 pm): Bill Homans

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

Action Items:

- 1- The board to alert the Building Department of their decision to give Tiny Toes Photography 90 days to seek alternate location options for their business.
- 2- Admin to inform the board and the DeMalia's of the time table for the update of the board with regards to Tiny Toes Photography relocation.
- 3- Admin to submit the updated CPA Project Application to Town Clerk.
- 4- Board to enlist advisors from other boards to assist with Affordable Housing project.
- 5- Tom Robinson to contact Brett Chapman to request quoted \$2400 to cover Bill Murry oversight of project.
- 6- Admin to send Housing Production Plan to Select Board for approval.
- 7- Admin to respond to Karen Gallant with a letter stating the board's opinion on her preliminary ANR concept.
- 8- Tom Robinson to outline response and send to TA and legal to complete.

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:

Thomas F. Robinson on May 14, 2019
Thomas Robinson, Chair Date

Attachments:

1. Agenda
2. Attendance Sheet
3. OML Complaint Dated Jan 22, 2019

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

Attachment #1: Meeting Agenda



Planning Board Agenda

Thursday, January 24, 2019 6:30 PM
Main Street, Hubbardston, Slade Building

Planning Board meetings are broadcast live and digitally recorded

- Call to Order
- Correspondence
- Review and Approval of Housing Production Plan dated May 14, 2017
- Karen Gallant Query
- DeMalia Letter
- **Montachusett Regional Planning Commission** – Review Opportunity for DLTA local assistance grant to generate two Master Plan chapters
- Review EOEa grant opportunity
- CPC Funding – Time Extension
- Acknowledgement of Open Meeting Law Complaint
- Matters Not Reasonably Anticipated by Chair
- Adjourn

Posted by the Chairman of the Planning Board
Agenda Updated January 22, 2019
Agenda Updated January 23, 2019
Agenda Updated January 24, 2019



**Town of Hubbardston
Planning Board Meeting**

LOCATION Slade Bldg. **DATE** 24-JAN-2019

Sign In - Please Print

Name	Address	Email
Danielle Archer	36 High St.	daniellearcher@gmail.com
Debbi Lindsey	31 Bernis Rd	debbilindsey@yahoo
Meg + John Demalia	243 Gardner Rd	meg.demalia@gmail



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Raeanne Last Name: Siegel
Address: 27 Natty Pond Drive
City: Hubbardston State: MA Zip Code: 01452
Phone Number: 978.928.4329 Ext. _____
Email: Raeannesiegel@gmail.com
Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Hubbardston Planning Board

Specific person(s), if any, you allege committed the violation: Chairman Tom Robinson

Date of alleged violation: 01.02.2019

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

Chairman Tom Robinson failed to state at the beginning of the January 2, 2019 Planning Board meeting that it was being broadcast live and digitally recorded. Per G.L.C. 30A, 20(f), at the beginning of the meeting, the Chair shall inform other attendees of any such recordings. The requirement is that the Chair is to inform attendees of any recording, including any recording made by members of the Public body itself, including those made for public broadcasting or administrative purposes, such as assisting in the drafting of meeting minutes.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

For the Planning Board remove Mr. Robinson as Chair, so that some other member of the Board can run the meetings more effectively and efficiently.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Date: _____

For Use By Public Body
Date Received by Public Body: _____

For Use By AGO
Date Received by AGO: _____

