



## Town of Hubbardston

### Planning Board Meeting Minutes

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

Date: Wednesday, March 4, 2020

Members Present: Francois Steiger, Bill Homans, John DeMalia, Alice Livdahl (Chair), Craig Boissoneau

Members Absent: Josh DuBois (Associate Member)

Other Attendees: Christina Sutcliffe (Admin), John Hume, Jonathan Vos, Brian Doherty, Marty Ellowitz, Doug Andrysch

**CALL TO ORDER** (6:30 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.

**NOTE:** Due to a technical difficulty, these minutes have been constructed from the PB Admin's notes.

#### **Orders of Business:**

1. Public Comments - None
2. Minutes Approval - None
3. Action Items
  - a. 5 New Templeton Road – ANR – The ANR is presented by the applicant, Mr. Ellowitz. The 13 requirements are reviewed by the board and the ANR is signed.
  - b. Kruse Road – ANR - The ANR is presented by the applicant. The 13 requirements are reviewed by the board and the ANR is signed.
  - c. Mr. Hume (MRPC) Presenting on Transportation Chapter of the Master Plan – Mr. Hume introduces Mr. Vos who provides background on what will be required. The Planning Board discusses a public meeting for all chapters to allow for input on all chapters. All boards would also be invited. A possible date is proposed – April 16<sup>th</sup> or 30<sup>th</sup>. Admin to query boards for availability.
  - d. Whitney Friberg – Requested Agenda Inclusion – Ms. Friberg unavailable to attend.

- e. Sign Bylaw DRAFT Continued Board Review – Finance Committee Chair Feedback – Discussion of the special permit inclusion in the Sign Bylaw. Admin to check on legality or precedence in benchmark towns.
  - f. Operational Procedures DRAFT Review – Board reviews manual and approves with clerical changes. Bill Homans makes a **MOTION** to approve with clerical changes. Craig Boissoneau **SECOND’S. ALL IN FAVOR**
4. New Business
- a. Correspondence – Chair informs board that she is going to have a meeting with TA regarding tax title and possibilities going forward.
5. Matters Not Reasonably Anticipated by Chair
6. Old Business:
- a. Gravel Pits – No updates or discussion of current open projects.
  - b. Solar – Discussion is had of a letter to send to all Solar Fields with regards to the requirements for their annual report and that this report is linked to their certificate to generate. Bill Homans makes a **MOTION** to send that letter to all Solar Facilities in town. John DeMalia **SECONDS. ALL IN FAVOR.**
  - c. Affordable Housing – Aside from the discussion in “correspondence” to the Tax Title, there are no updates discussed.
  - d. Bylaw / Subdivision Updates – General discussion is had of posting for an April 1<sup>st</sup> Public Hearing for public bylaw review.
    - Meeting with BOS – Earth Removal, March 16<sup>th</sup> – The board discusses the 500 cubic yard amendment that they would like to have changed in the general bylaw. Alice Livdahl and appointed to discuss this with the BOS. Bill Homan makes the **MOTION** to have Alice discuss the Earth Removal bylaw with the BOS to change the current bylaw to exclude the 500 cubic yards “loophole.” John DeMalia **SECONDS. ALL IN FAVOR.** Next the board discusses a solar amendment as opposed to a solar moratorium for a bylaw amendment, including line of sight requirements. John DeMalia makes a **MOTION** to have Alice Livdahl present that concept to the BOS. Bill Homans **SECONDS. ALL IN FAVOR.** Finally, the board discusses the Associate Member position and how they would like it to be a resident of the town. Bill Homans makes a **MOTION** that Alice Livdahl would present the change in the General and Zoning bylaws to the BOS to provide that update. John DeMalia **SECONDS. ALL IN FAVOR.**
  - e. Master Plan
    - Implementation Chapter and BOS, March 16<sup>th</sup> – Alice Livdahl to discuss with BOS at their meeting regarding the division of cost of the Implementation Chapter of the Master Plan.
  - f. Updates from Members on Associated Boards – No updates discussed.
7. Administrative Matters – Admin asks for available dates for Zoning Overlay training with the CTPC. The 25<sup>th</sup> of March is proposed, as well as the 11<sup>th</sup> of April. Admin to follow up.
8. Announcement of Next Planning Board Meeting – April 1<sup>st</sup>, Public Hearing.

MOTION to ADJOURN (8:52 pm): Bill Homans

- **SECOND:** John DeMalia
- **ALL IN FAVOR**

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

These minutes were approved by vote of the board on October 1, 2020

Attachments:

1. Agenda

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

## Attachment #1: Meeting Agenda



### Planning Board Agenda

Wednesday, March 4, 2020 6:30 PM  
Main Street, Hubbardston, Slade Building

Planning Board meetings are broadcast live and digitally recorded

1. Call to Order
2. Public Comments
3. Minutes Approval - NONE
4. Action Items
  - a. 5 New Templeton Road – ANR
  - b. Kruse Road - ANR
  - c. Mr. Hume (MRPC) Presenting on Transportation Chapter of the Master Plan
  - d. Whitney Friberg – Requested Agenda Inclusion
  - e. Sign Bylaw DRAFT Continued Board Review – Finance Committee Chair Feedback
  - f. Operational Procedures DRAFT Review
5. New Business
  - a. Correspondence
6. Matters Not Reasonably Anticipated by Chair
7. Old Business:

(NOTE: Items in progress are kept in "Old Business" even if there is no update).

  - a. Gravel Pits
    - Usage Grant Proposal (sent 12/6)
    - Responses to Intention Letters
    - Kataisto Reclamation
  - b. Solar
    - 91 Williamsville Road Landscaping
    - 147 Williamsville Road Project
  - c. Affordable Housing
  - d. Bylaw / Subdivision Updates
    - Meeting with BOS – Earth Removal, March 16<sup>th</sup>
    - Warrant Articles Public Hearing Date?
    - Sign Bylaw – See Action Item E
    - Other proposed changes
  - e. Master Plan
    - Implementation Chapter and BOS, March 16<sup>th</sup>
  - f. Updates from Members on Associated Boards
8. Administrative Matters
  - a. CTPC Saturday Training Availability (April)
9. Announcement of Next Planning Board Meeting
10. Adjourn