



Town of Hubbardston

Planning Board Meeting Minutes

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

Date: Wednesday, November 6, 2019

Members Present: Alice Livdahl (Chair), Craig Boissoneau, Francois Steiger, John DeMalia, Josh DuBois (Associate Member)

Members Absent: Bill Homans

Other Attendees: Christina Sutcliffe (Admin), James Talvy, Ed Blanchard, Ann Smith, Donna Warfield, Jane Frederico, Louise Proulx, Ann Marinelli

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.

Orders of Business:

1. Public Comments – The Chair invites members of the public to speak.
 - a. Ed Blanchard steps forward and asks to be included on the December 4th agenda to present his information on solar overlay and marijuana. He provides a packet of information for the Planning Board to review (See Attachment #3)
2. Minutes Approval
 - a. October 2nd, 2019 – Francois Steiger makes a **MOTION** to "accept the minutes as distributed this evening for the October 2nd, 2019 meeting." John DeMalia **SECOND's**.
ALL IN FAVOR.
 - b. October 16th, 2019 – These minutes were not completed prior to this meeting and thus were not reviewed for approval.
3. Action Items
 - a. Mr. Schmidt – Cannabis Discussion – The Chair mentions that Mr. Schmidt had to postpone his appearance at tonight's meeting and will instead be coming to the November 20th Planning Board meeting.

- b. Kraig Kaijala – 33 Mt. Jefferson Road – ANR (re-signature)
- The Chair and Admin explain that the Planning Board are being asked to re-sign an ANR that was originally signed by the Planning Board in February of 2018. The applicant, Mr. Kraig Kaijala miss-placed his mylar before it was submitted to the registry and now needs another one provided. Donna Warfield is there as Mr. Kaijala's representative.
 - The Planning Board Admin informs the board that she has contacted the Worcester Registry of Deeds and that the Planning Board is within its rights, as an Administrative Action, to sign this document without another Public Hearing.
 - Francois Steiger asks if the Admin compared to the two plans to ensure they were identical and the Admin directs the board's attention to a notation that she ensured the surveyor include on the plans – that the surveyor (being the same one who drew up the initial plans) attests that these plans are an exact replica.
 - The board, as an administrative action, signs the ANR mylar and copies.
- c. Debbie Winchester – 36 Main Street Possible Special Permit –Ms. Winchester is not present - an email was received stating that Ms. Winchester was withdrawing her request to appear as she was no longer interested in the property.
- d. James Talvy – Casella Organics Odor Update (Kataisto Reclamation)
- Mr. Talvy reports that his company is looking into the types of paper that can be used in the biomix to decrease the odor.
 - Also mentions that he has a quote for a Storm Water Plan and that the cost is in excess of what he anticipated. Mr. Talvy asks what is required of the plan from regulations, especially with regards to the number of inspections (to see if he can provide an in-company specialist to perform and perhaps defray costs).
 - Francois Steiger makes a **MOTION** that the information and questions regarding the "Storm Water Prevention Plan provided tonight be submitted to Bill Murray at Places Associates for review and determination." John DeMalia **SECOND'S.**
ALL IN FAVOR
(Time Stamp 21:50)
- e. Marinelli and Proulx – Discussion of Reclamation Letter Received
- Ms. Marinelli and Ms. Proulx come to the table to discuss the letter they received with regards to their intentions with the land going forward. The Chair invites them to sit at the table and gives them a copy of the map drawn up for the meeting highlighting their land in relation to their neighbors (See Attachment #4).
 - Discussion is had of the different parcels of property and their history
 - Discussion of the issues regarding the sections of property and how each will require different methods to reclaim (including removal of material or reclamation done by adjacent properties to assure proper grading).
 - Specific discussion is had of the 11, 12 and 13 properties and their neighbor (Falline LLC) and how the pit on that land was not created or expanded by them.
 - The Planning Board asks the Marinelli sisters to give them a "progress report" on their status with regards to parcels 03-11, 12 and 13 at the January meeting.
(Time Stamp 1:17:47)

(NOTE: Craig Boissoneau steps away from the table)

- f. Benchmarking Data Results – The Admin provides the Board with a copy of the data results of their benchmarking data (See Attachment #5) but the Board elects to wait until Craig Boissoneau is back in the room to vote.
 - g. Master Plan Historical Chapter Vote Amendment –
 - The Chair explains that it was the intention of the Planning Board to include local farms in this chapter, but she was informed through John Hume (MRPC) that such a list would violate the privacy of the farmers and thus it must be excluded and the vote on the Master Plan Chapter approval updated to reflect that.
4. Correspondence – New
- a. DeMalia Request for Special Permit (and response) – Dec 4th? – The Board discusses that this application is, as yet, incomplete so it is unsure whether it will go ahead on the 4th of December.
 - b. Deb Reed Inquiry regarding Affordable Housing – An email requesting that when the Affordable Housing requires a subcommittee to move ahead with any projects, she would be interested in being involved.
 - c. January 2019 OML Complaint Resolution – The Chair announces that the Planning Board was found at fault for not stating at the beginning of the meeting that the meeting was being recorded and were given a warning by the Office of the Secretary General. The Chair requests that the other members of the board help remind so the board does not have this issue again.
 - d. Town Notices – notices from other towns regarding decisions and notices of public hearings which were circulated to the board prior to the meeting.
5. Old Business
- a. Correspondence
 - Notification: Gravel Pit Letter Distributed – Admin mentions that there have been (aside from the Marinelli's) two other responses to the letter
 - Notification: Decision for Campbell's Scenic Road Application Distributed
- 4f. (Cont): Benchmarking Data Results – The Admin explains how the Benchmarking information was accumulated and distilled. She then explains that the next step in the process is to vote on these “top five” towns and send them to the TA along with a request for a joint meeting with the Select Board and Finance Committee to finalize the benchmarking for Hubbardston. The Chair offers background on the ranking. Francois Steiger makes a **MOTION** “to send to the Town Administrator our list of results [rank, not weighted rank] of the five towns that Hubbardston should strive to be like and explain the methodology we used to benchmark technique and reference group and ask the Town Administrator to set up a joint meeting to discuss benchmarking.” John DeMalia **SECOND’S. ALL IN FAVOR** (NOTE: Craig Boissoneau has not re-entered the room)
5. Old Business (Cont).
- b. Affordable Housing – Update from Chair on Board of Selectmen Presentation – Chair relates the results of her meeting with the Board of Selectmen regarding her petition to have an Affordable Housing unit installed on one (or more) of the town-owned Ragged

Hill lots. Chair relays that she will be going back to the Board of Selectmen to discuss further.

6. Administrative Matters

- a. Training for PB Members – Off-site, On-site, Annual Conference (March) – Chair brings up CPTC trainings and how there are individual meetings / seminars on fair housing / zoning overlay meetings and she plans to attend on in Leominster.

3g. (CONT) Master Plan Historical Chapter Vote Amendment – Francois Steiger makes a **MOTION** that the Historical and Cultural Chapter not include the information of the list of the farms.” John DeMalia **SECOND’S. ALL IN FAVOR** (NOTE: Craig Boissoneau has not re-entered the room)

7. Announcement of Next Meeting – November 20th, 2019 – Chair notes that Bill Murray will be presenting changes to the Hubbardston Subdivision Rules and Regulations. (Time Stamp 1:40:02 Craig Boissoneau re-enters room).

MOTION to ADJOURN (8:10 pm): John DeMalia

- **SECOND:** Craig Boissoneau
- **ALL IN FAVOR**

Action Items:

- 1- Admin to forward Mr. Talvy’s information to Bill Murray, Places Associates.
- 2- Admin to forward vote and benchmarking data to Town Administrator.
- 3- Admin to update Mr. Hume (MRPC) regarding the vote to accept the Master Plan chapter with the omission of the farm list.

Minutes Recorded by: Christina Sutcliffe (Planning Board Administrative Assistant) – Recorded from notes and video recording.

These minutes were approved by vote of the board on December 4th, 2019.

Attachments:

1. Agenda
2. Attendance Sheet
3. Packet of Information provided by Ed Blanchard for his presentation at the Dec 4th PB Meeting (Page 1 only – for a complete copy of this document packet, please see the Planning Board Office)
4. Gravel Pit Map (Marinelli)
5. Benchmarking Data Results Chart

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



Planning Board Agenda

Wednesday, November 6th, 2019 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
 - a. October 2nd, 2019
 - b. October 16th, 2019
4. Action Items
 - a. Mr. Schmidt – Cannabis Discussion
 - b. Kraig Kallala – 33 Mt. Jefferson Road – ANR (re-signature)
 - c. Debbie Winchester – 36 Main Street Possible Special Permit
 - d. Marinelli and Proulx – Discussion of Reclamation Letter Received
 - e. James Talvy – Casella Organics Odor Update
 - f. Benchmarking Data Results
 - g. Master Plan Historical Chapter Vote Amendment
5. Correspondence – New
 - a. DeMalia Request for Special Permit (and response) – Dec 4th?
 - b. Deb Reed Inquiry regarding Affordable Housing
 - c. January 2019 OML Complaint Resolution
 - d. Town Notices
6. Matters Not Reasonably Anticipated by Chair
7. Old Business
 - a. Correspondence
 - Notification: Gravel Pit Letter Distributed
 - Notification: Decision for Campbell's Scenic Road Application Distributed
 - b. Affordable Housing – Update from Chair on Board of Selectmen Presentation
8. Administrative Matters
 - a. Training for PB Members – Off-site, On-site, Annual Conference (March)
9. Public Comments
10. Announcement of Next Meeting – November 20th, 2019
11. Adjourn

Minutes Attachment #2: Attendance Sheet



**Town of Hubbardston
Planning Board Meeting**

LOCATION 6-Nov-2019 DATE Slide Building

Sign In - Please Print

NOTE: If you wish or intend to speak during the initial "Public Comment" period of the meeting please mark the "Public Comments" column. Those who do not check this box may still address the Planning Board during this period, but they will be asked to wait until those below have spoken. Also, if the period of Public Comment runs longer than ten minutes, the Chair may ask petitioners to hold their comments until the "Public Comment" period designated at the end of the meeting.

NOTE: While the Planning Board appreciates the attendance and interest of all public parties, they ask that those present do not offer comment except during the "Public Comment" period of the meeting (or unless the Board requests public opinion or the party has requested a space on the agenda). The board wants to complete all meetings in a timely manner.

Name	Address / Email	Public Comments
JAMES TALY	138 North Main St	
ED BLANCHARD	23 ECOMPTON ROAD	X
ANN SMITH	22 Day Hill Dr. Hubbardston	
Dana Wozniak	High St Hubbardston	
Jane Frederico	45 Gardner Rd.	
LOUISE PROULX	20 Old Colony Rd Burlington 01803	
ANN MARINELLI	20 SATELL RD WALHAM 01851	

COMPLEX ISSUE

SOME COMMUNITIES NOT ALLOWING IT IN THEIR
COMMUNITIES - NOT MANDATORY - MORATORIUMS
EXTENDED

OUR ^{ZONING} BYLAWS STATE - IF IT IS NOT IN THESE
BYLAWS THEN IT IS NOT ALLOWED

REQUEST THE PLANNING BOARD TAKE ACTION TO
NOT ALLOW MARIJUANA GROWTH OR SALES IN
HUBBARDSTON, PUTTING IT ON THE NEXT
TOWN MEETING, FOR THE PEOPLE OF HUBBARDSTON
TO VOTE ON \uparrow OR \downarrow

SY \downarrow VOTED TO ALLOW IN MASS, BUT PERHAPS
NOT IN HUBBARDSTON.

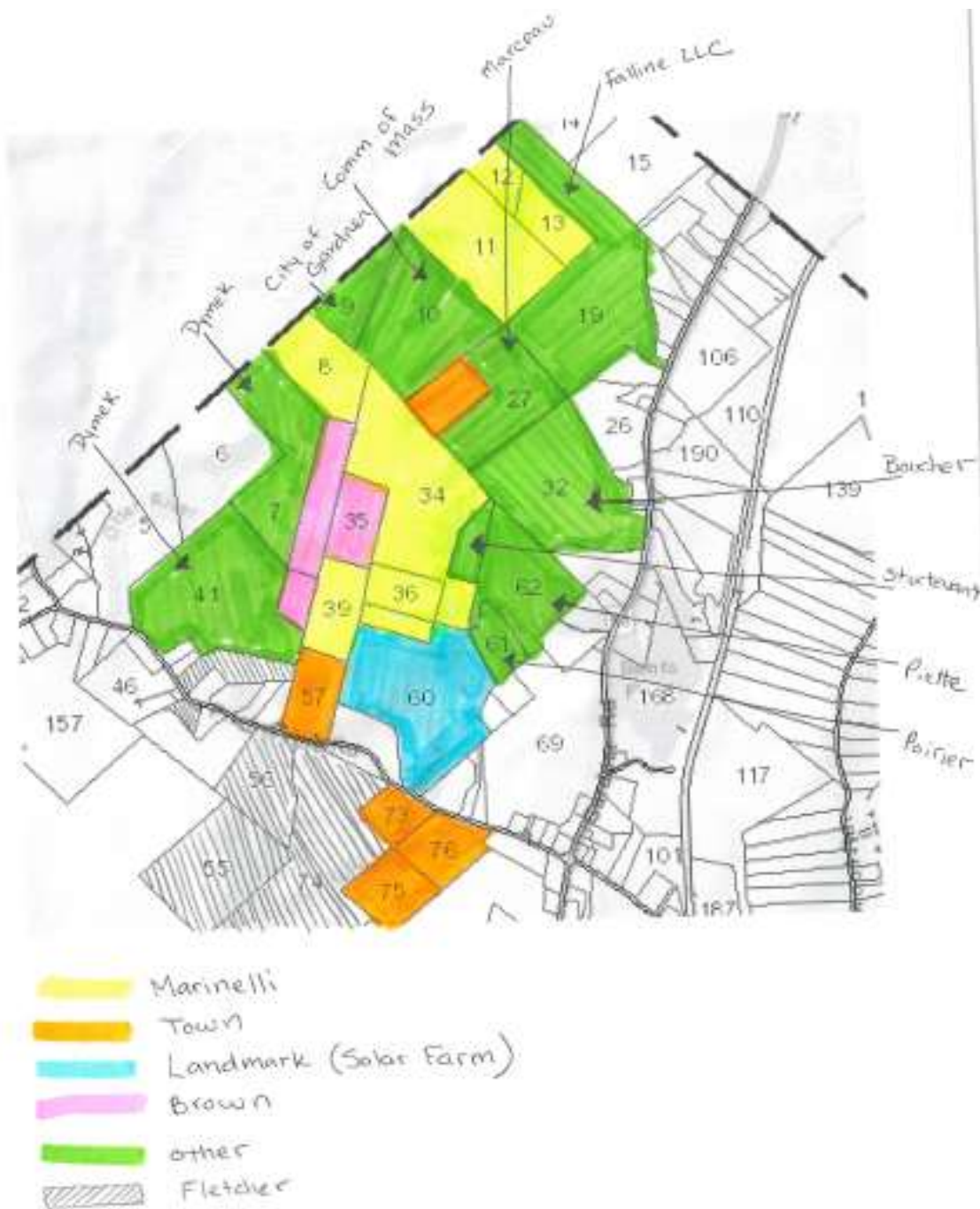
YOU WOULD BE SERVING THE TOWN'S
PEOPLE WELL TO GIVE THEM THIS
OPPORTUNITY

OR A CITIZEN'S PETITION COULD DO THE
SAME. WOULD RATHER HAVE THE PLANNING
BOARD LEAD

THANK YOU

COMMENTS

Minutes Attachment #4: Gravel Pit Map (Marinelli)



Minutes Attachment #5: Benchmarking Data Results Chart

TOWN	RANK	WEIGHTED RANK	NOTES
Ashburnham	3.864	2.600	
Athol	2.280	1.429	
Barre	3.990	3.057	
Fitchburg	2.700	2.029	
Gardner	2.964	2.514	
Holden	3.590	2.886	
Hubbardston	2.905	2.905	3/5 Member Votes
North Brookfield	3.667	1.000	3/5 Member Votes
Paxton	3.580	2.286	4/5 Member Votes
Petersham	3.376	2.095	3/5 Member Votes
Phillipston	2.722	1.476	3/5 Member Votes
Princeton	3.776	3.086	
Rutland	3.390	2.429	
Sterling	3.781	2.257	
Templeton	3.357	2.057	
West Brookfield	3.583	1.929	2/5 Member Votes
Westminster	3.933	2.771	

 Top 5 Based on Ranking