



Hubbardston Massachusetts

Planning Board Meeting Minutes

Date: September 21, 2023

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

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

Other Attendees: Nathan Boudreau (Town Administrator), Katie Young, Mike Stoll.

1. Call to Order – 6:50 p.m.
2. Minutes Approval
 - a. On a motion by Member Steiger, seconded by Member Dack, minutes of 7/27/2023 are approved as presented by unanimous vote (Munroe, Steiger, Dack). Member Steiger comments that his task of reviewing communications equipment co-location permitting requirements in other towns is ongoing.
3. New Business
 - a. Chair Munroe describes the process for applying for DLTA (planning technical assistance) grants with MRPC. He wants to collect ideas for possible grant topics from the Board, and then assign priority rankings to the list at the next meeting. Ideas put forth include:
 - Revision of marijuana bylaw
 - Revision of wireless communications bylaw
 - Review of special permit/site plan review process
 - Battery Energy Storage System (BESS) bylaw (if pending previous BESS bylaw is rejected by Attorney General)
 - Review of Large-scale solar system bylaw
 - Review of subdivision regulations
 - Review of aquifer protection bylaw
 - Re-zoning for more commercial areas
 - Review of allowable uses
 - Regional trails inter-connectivity planning
 - b. Master Plan progress report

Chair Munroe and Nate Boudreau summarize the recent conversations with MRPC to put the Master Plan completion back on track. The draft Implementation chapter has been distributed to department heads and board chairs for comment. Member Steiger questions whether the earlier chapters that were completed five years ago now need to be revisited in order to bring

the entire Master Plan to a fully updated status. Mr. Boudreau suggests that we need to wait to see what the latest work product provided by MRPC contains. Chair Munroe is concerned that some of the previous analyses of constraints on development are potentially inaccurate or that the methodology is poorly defined. One way or another, he feels that this project needs to be brought to a conclusion. Mr. Boudreau points out that money previously allocated by Town Meeting for completion of the Master Plan is still available for expenditure.

4. Administrative Matters

a. Invoice approval - Member Dack makes a motion for payment of \$773.50 for a Places Associates invoice for review of the Industrial Tower application, seconded by Member Steiger. Member Steiger requests additional clarification of the line item details. After discussion, the details are confirmed and the motion is approved by unanimous vote (Munroe, Steiger, Dack).

b. Planning Board clerk role

Clerk Kresge is leaving his position, and there is discussion on how to fill that role in the interim. TA Boudreau is exploring options. Chair Munroe voices his opinion that paid staff support is a requirement for the Board. TA Boudreau will consider assigning responsibility for some tasks to other existing Town staff, but hopes that the Board would consider having a Member clerk on an interim basis. The Board does not feel that any of the volunteer members have the available bandwidth to provide the administrative support needs. TA Boudreau will work with the Chair to find a viable solution.

5. Matters not reasonably anticipated by the Chair

Chair Munroe informs the Board that in an immediately preceding meeting, the Agricultural Advisory Committee voted to forward a completed draft Rural Enterprise Overlay Zone bylaw to the Board for review. He is excited about the opportunities for additional economic activity that this will provide to the Town. He is expecting to bring this to Annual Town Meeting in the Spring after review and public input.

The Board thanks Clerk Kresge for his service over the past year.

6. The meeting adjourned at 8:00 p.m.

Respectfully submitted,
Mark Kresge, Land Use Clerk