PLANNING BOARD MEETING MINUTES, WEDNESDAY, January 15, 2020

The North Brookfield Planning Board held their meeting on Wednesday, January 15, 2020 at 7 PM at the Senior Center. Chair King called the meeting to order with members John Tripp, John Turner, Susan Lyons and Jason Spangenberg in attendance. Amy Yanover, Clerk took notes.

Joe Levesque, PLS on behalf of Brian Perkins submitted a Form A application for plan approval for 47 North St. (R66) to create proposed Lot A with 3.3 acres and 660 feet of frontage which combines Parcels 3 and 4 on plan. John Turner made a motion to approve, Susan Lyons seconded and motion was unanimously approved by all members.

Susan Lyons made a motion to approve the December 18, 2019 minutes. John Turner seconded the motion. The motion was unanimously approved.

The mail was read which included a Notice of Public Hearing from the Town of Brookfield on an application for construction and operation of a commercial Fuel Storage Facility (Propane) on property owned by Jeff Tasse located at 14 Post Road in Business “A” District on December 30, 2019. and a Notice of Hearing from the Spencer Planning Board for a Minor Site Plan Review on February 18 for construction of a municipal parking lot at 14/18/20 Mechanic Street in the Town Center district.

Mona Castonguay asked for help on how to proceed regarding her Chase Road property’s zoning and her ability to sell it as a buildable lot in the R30 District. She stated she thinks she needs a variance from the Zoning Board. Chair King advised her get the tax map of the properties showing frontage and land area and to contact the Zoning Board.

Joe Holway, Fire Department Chief and Darin Anderson, Deputy Chief presented the plans for the new building for the Fire Department. Chief Holway asked how the Board wanted the information formatted for the Master Plan. Susan Lyons stated by category is fine. Chief Holway asked if the capital needs was most important. Susan stated yes. Chair King asked if they were aware of potential grants from CMRPC and DLTA. Chief Holway stated yes. Susan Lyons asked if the Aztec property supports the proposed fire station construction. Chief Holway stated it has water and sewer, but status of underground brownfield is unknown. Chief Holway stated there would be more expenses affecting the town if and when OSHA begins inspection of existing fire station. Michelle Petraitis asked if technology was included in the estimated cost of the project. Chief Holway stated no, it was not needed and that phone costs were included. Chair King asked how the budget was set. Chief Holway stated the figures were from Tectron and the project was a couple of years out.

Chair King reviewed the budget. Michelle Petraitis stated it is cheapest to use the postage meter in the town offices. The Board agreed to keep the advertising budget at $500. Chair King stated the planning board fees brought in were $1700 and they expect $1500 this year.

The hearing for 55 West Brookfield Road solar array was continued.

John Turner provided an update on the Master Plan. He stated the Open Space and Recreation section is being worked on and a draft will be done in February. John Turner stated the survey is complete and they are looking at how to send and publish it including using Google and Survey Monkey. Susan Lyons stated they are waiting on receiving the voter list and address labels from Tara. John T. stated the Board of Health is using the Center of Hope to do stuffing and postage for their billing and they will be looking into that for their needs. John T. stated he heard back from the School Superintendent. Susan interviewed the Water, Highway and Police Department. Susan stated Diane Nichols from the Senior Center wanted to review the survey in regard to senior housing in town.

John Turner made a motion to appoint Michelle Petraitis as the alternate member to the Planning Board. John Tripp seconded the motion. The motion was unanimously approved by all members. Chair King will send a appointment request letter to the BOS.

Discussion of scenic roads was briefly made and it was agreed to postpone further discussion as it appears to be a low priority at this time.

Chair King proposed two zoning map changes including changing an industrial spot zone at Union Street/Summer Street to R-11 and changing R66 at south end of East Brookfield Road and north of Slab City Rd. on the west side to Business General. Chair King will contact property owners. He also proposed zoning bylaw amendments that included:

Page 28 – Section IV.E.6.a Change Retail operations with more than 2000 sq. ft. of gross floor area to 4000 sq. ft.

Page 28 – Section IV.E.4.b. Add restaurants/cafes less than 2000 sq. ft. to cafes

Page 28- Section IV. E.5. d. Add restaurant/cafés more than 2000 sq. ft.

Page 29-Section IV.E.8.c.(2)(a) Change off-site parking from 200 ft. to 500 ft.

B. King has not heard back from Matt Parlon regarding bond amount for the Hayes/Chipman solar array.

B. King reviewed the CMRPC Rural 11 Zoning Assessment regarding the split zoning comments. He stated he was not concerned until there was a specific request to address it. Other remarks have been taken care of.

John Turner is inspecting the Brookfield Orchard/Gustafson and Harahan solar projects on January 17, 2020 for ConCom and will include it as a Planning Board inspection. Thank you, John.

**Next meeting is February 19, 2020**

Public Hearing on **March 18, 2020** to vote on Zoning Map amendments, Zoning Bylaw amendments and adding the Use Table to the Zoning Bylaws.

Susan Lyons made a motion to adjourn the meeting. John Turner seconded the motion and the motion was unanimously approved.

Meeting adjourned at 8:45 PM. Minutes are 2 pages plus the attendance sheet.

Amy Yanover, Planning Board Clerk

Attendance – January 15, 2020 meeting of the North Brookfield Planning Board

Mona Castonguay

Joe Holway

Darin Anderson