**PLANNING BOARD MEETING JUNE 16,2021**

The NB Planning Board held their monthly meeting at the Police Departments conference room June 16 ,2021 @ 7PM. Chair Bill King called the meeting to order at 7pm. In attendance were planning board members Michelle Petraitis, John Turner, John Tripp, Susan Lyons, Alternate James Grace and Clerk Kimberly Bent. Attending from the public; Karen McGrail, Rich Dwelly and from the Downtown Development Committee; Sheila Orsi and Ethan Melad.

Chair King asked for a motion to approve the minutes as emailed from May 19th meeting. John Tripp made motion and John Turner seconded, unanimously approved by all members present.

All members approved and signed invoice for clerk’s hours- Kimberly Bent - for past 2 months.

Susan Lyons discussed the Zoom quarterly meeting with Central Massachusetts Regional Planning Commission where Sheila Orsi accepted an award for North Brookfield Downtown Development Committee.

**MAIL:**

 Town of Brookfield - Christina Predella – Special Permit Request for weekly outdoor Artisan Market and Farm Stand on property located at 80 Lake Road – Rural Residential District. Hearing to be held June 2, 2021, via Zoom @7pm.

 Town of Brookfield - James Evan Turner and Steven S Skowyra – Amendment to Special Permit granted March 2019 for commercial large-scale solar power generation installation at 0 Cronin Road, Warren and 0 Long Hill Rd., Brookfield (access at 452 Cronin Road, Warren) located in Rural Residential District. Public hearing to held Sept 7, 2021 at Brookfield Town Hall @7PM.

 Town of Spencer – Got Sun Go Solar Inc – 133 Wilson Street (owner Richard Monette) – approved request to withdraw Special Permit without prejudice.

 Town of North Brookfield Zoning Board of Appeals – Richard Whitney – 7 Chase Road – Special Permit/Variance for frontage relief for realizing a building lot with access on 7 Chase Road. The meeting will be held July 8,, 2021 at the conference room at North Brookfield Police Dept. at 6:30PM.

**NEW BUSSINES:**

 Received a check from Karen McGrail for the sum of $150.00 for ANR Plan Fee, Karen requested approval of plot plan for 10 Batchellor Drive. The Planning Board members voted to approve plot plan. Plot plan was drafted by Tauper Land Survey Inc., Oxford MA. The plan divides the lot into two lots and one parcel. Lot 1; .65 acres/294.15 ft., Lot 2; .48 acres/122.38 ft. and Parcel A; 547 sq. ft. Lot frontage occurs on North Main St. and Mt. Pleasant St. John Turner made motion to approved as submitted, John Tripp seconded, and the board unanimously approved by all board members.

 Richard Dwelly asked the Planning Board to consider a zoning change to his lot on 2 West Brookfield Road. The lot is now R66 and R11. He proposes to change entire lot to R11, so he can have a two family dwelling instead of an in-law apartment. In R66 District he can only have 900 sq. ft. apartment and he wants 1200 sq. ft. He has town sewer and well water but has access to town water. Mr. Dwelly brought to attention of the board, that the zoning map is incorrect along Brookfield Rd., and he will provide the Planning Board with documentation. The lot is 5.48 acres and cannot be spilt, so the zoning change will not impact the neighbors to a large degree. The lot is under the names of Peter and Heather Lucier and not his.

 Michelle Petraitis made a motion to change zoning at 2 West Brookfield Road from R66 & R11 to all R11, contingent on receiving the R11 zoning district paperwork for Brookfield Rd., seconded by John Tripp and board approved unanimously.

Sheila Orsi presented the board with a plaque she received at the Central Massachusetts Regional Planning Commission which will be hung in the Board of Selectmen office.

 Sheila talked about TAP walking tour of downtown with experts who will make recommendations for improvements. A grant paid for study and a report will be ready in 6-8 weeks. The group had a 90 minute Zoom discussion which will be on the Town YouTube channel. She asked if the planning board members could watch at least the slide show presentation.

The grants for Complete Streets are up to $400,000 every year as long as you have spent the previous years money. This grant has no time limit as of yet, so the Downtown Development Committee can apply every year.

In the most recent TAP meeting, they suggested putting a porch/boardwalk around the Town House to make it ADA accessibility. Sheila would also like to see the same improvement at the Adams Block. John Tripp brought up that the Adams Block needs to be surveyed to determine what is the town property and what is the Adams Block owner’s property.

Michelle asked about the parking with new sidewalks downtown as Ann Gillette had some concerns. John Tripp expressed concerns from other business owners as they are losing parking. Sheila explained that is Phase 3, so items can be discussed and changed. Phase 3 is estimated to start in three years.

The town was awarded a grant from LRRP for covid revitalization. This grant has three pieces that the town will prioritize. Sheila and Ethan propose to select administrative capacity, private realm and revenue and sales. Sheila asked for the board’s feedback on which three they would pick. Michelle said the Town needs assistance with bringing business to Main St. Sheila explained that is what this grant is for, to hire people to help us. Bill and Michelle also asked that all town boards and committees should have input into this decision. Sheila agreed and stated she would invite all other town boards and committees to the next Planning Board meeting scheduled for July 21.

Lastly, Sheila asked about Angel Nails neon signs going beyond zoning bylaw. Chair King told her she needs to talk to John Couture.

Chair King asked Ethan Melad (also on Board of Health), if Planning Board could move two file cabinets into the office from Senior Center. Ethan said he would measure the space and get back to him.

The board decided to hold off making a recommendation on Chase Road to the Zoning Board until they talk to owner Richard Whitney. Mr. Whitney is shown as owner on survey, not Mona Castonguay, as she alone attends our meetings. He will be invited to a special meeting on June 30, 2021, so the Planning Board can make its recommendation to the ZBA, before the hearing on July 8.

Michelle Petraitis made motion to adjourn, seconded by John Tripp and voted unanimously by all board members. Next meeting is June 30, 2021. Minutes are two pages.

Kimberly Bent, Clerk