**PLANNING BOARD MEETING, Wednesday, JULY 21, 2021**

The NB Planning Board held their monthly meeting at the NB Police Department conference room. In attendance were planning board members John Tuner, John Tripp, Bill King and alternate James Grace. Clerk Kimberly Bent recorded the minutes. Present from the public were Brandon Avery, Tara Hayes, Marilynn Borst, Jason Petraitis, Kathy Crevier, Jack McClintock, Mary Beth & James Hathaway, Eva Brown, Christine Morrison, Jason Benoit, Sue Lewandowski, Chet Lubelczyk, Ethan Melad and Sheila Orsi. Board member, Michele Petraitis was absent.

Chair Bill King called the meeting to order at 7pm. Chair King asked for a motion to approve minutes from June 16th and June 30th, 2021, as emailed. James Grace made motion and John Tuner seconded, unanimously approved by all members present.

Chair King informed the board that Susan Lyons has resigned, effective immediately. The Chair asked for a motion to have the BOS appoint alternate, James Grace to full member status. John Tripp made motion and John Tuner seconded. The motion was unanimously approved. Bill King will send a letter to BOS to appoint James Grace as member of Planning Board. The Planning Board discussed finding a new alternate and will make a nominee decision at the August meeting.

The Planning Board would like to thank Susan Lyons for her 5 years of service to the board and wish her well in all her future endeavors. She was a great asset to the Planning Board. She will be missed. Thank you, Sue!

The town accountant has asked Chair King if the Planning Board would like the Master Plan budget line item from FY2021 to be encumbered for FY2022. All members unanimously agreed and the money will be available for Master Plan completion during FY2022.

Chair King asked if any members had any edits to the updated zoning bylaw document, the members had none, so the updated version will placed on the website and available to the public very soon.

**Mail:**

Town of New Braintree – Heart of Gold LLC. Owner and applicant – Special Permit for Marijuana Microbusiness at 1141 Worcester Road – Hearing is July 26, 2021 @7pm New Braintree Town Hall.

 Town of Brookfield – ASD Cronin MA Solar LLC, of Denver Colorado owner and applicant – seeks permission to remove portion of stone walls from 134 Long Hill Road, a scenic road, to facilitate a creation of a curb to cut onto property – Hearing is July 14,2021 @6:45pm at the Town Hall.

 Town of West Brookfield – Bradley Hibbard – Special Permit to create a back lot – 53 Hunt Road Hearing is July 12, 2021 @7pm at the Town Hall, Lower Meeting Room. We also received notice of decision for this property – planning board granted back lot special permit on July 12, 2021.

 Town of Spencer – Patricia Leblanc owner – Special Permit approved with conditions for rear lot subdivision – 4 Eagleton Street – June 2, 2021 meeting

 Town of Spencer – Arista Development LLC owner – Stormwater Permit approved with conditions – High Street, Main Street and Pleasant Street – at May 5,2021 meeting.

**NEW BUSINESS:**

We received a check $150.00 for ANR plan fee from Levesque Geomatics Inc, for Rufus Putman Road – owner James Hathaway. Chair King pointed out a mistake on plot plan note number 7 stated Lot B and should be Lot A. Mr. Levesque changed and initialed all copies of plot plan from Lot B to Lot A. The plot plan is as follows: Lot A, 5.033 acres with 50.0 feet of frontage and Lot B, 1.778 acres with 263.62 feet of frontage. Chair King asked for motion to approve plot plan as corrected. John Tuner made motion and James Grace seconded, unanimously approved by all members.

 Downtown Development Committee Chair, Sheila Orsi hosted a visioning session for North Brookfield’s future. She summarized all the changes the Committee is envisioning for NB. This was an interaction presentation with responses from all present. The public present were put into groups to brainstorm answers to Sheila’s questions. She started the session with rules for the participating, then asked everyone to jot down 1-5 things they envision for our town. Next, she asked what issues we thought were unsolvable in NB. Additional questions consisted of what are our town values, what do we envision the town look like in 3-5 years and what is the most important thing about NB to us. Everyone participated and great ideas were shared and noted for use by the Downtown Development Committee and Master Plan Committee. Sheila did a great job getting everyone involved.

 John Turner discussed the Master Plan status and his plan to complete it. Action items will focus on a timeframe of five years. He also envisions a committee that meets regularly implement goals and new projects.

Next meeting is August 25, 2021, 7pm at Police Department Conference Room.

Chair King asked for a motion to adjourn, James Grace made motion and John Tripp seconded the motion, and approved by all members at 8:30pm.

Minutes are two pages.

Kimberly Bent, Clerk