PLANNING BOARD MEETING MINUTES, WEDNESDAY, June 17, 2020

The North Brookfield Planning Board held their meeting on Wednesday, June 17, 2020, at 7 PM via teleconference. Chair King called the meeting to order with members John Tripp, John Turner, Jason Spangenberg, Susan Lyons and Michelle Petraitis in attendance. Amy Yanover, Clerk took notes.

John Turner made a motion to approve the May 20, 2020, meeting minutes. Susan Lyons seconded the motion. The motion was unanimously approved.

There were no plot plans to review.

The mail included a Notice of Rescheduled Public Hearing from the Town of Spencer Planning Board scheduled for April 21, 2020, to be tentatively rescheduled to May 19, 2020, several reports from the Town Accountant dated 5/31/20, and an invoice from Stonebridge Press. (Mail was not available at May meeting.)

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

John Turner and Susan Lyons provided an update on the Master Plan. There have been no meetings due to Covid-19. The committee will be getting a quote for the survey to be printed from Staples. They will verify our town tax ID number. The committee is rethinking the execution of stuffing the envelopes for the survey mailing due to Covid-19. Michelle asked if there were questions about the school and regionalization on the survey. John Turner stated there were a couple of questions on it.

Susan attended the Zoom CMRPC quarterly meeting. She stated the discussion was centered on Covid-19, transportation, transit and cleaning. Susan asked if there was a log of Planning Board credited hours and what we have at moment. Chair King stated that CMRPC is keeping a log and hopefully we can get a copy of it.

Chair King provided an update on the PILOT solar agreements. He stated the Brookfield Orchard/Gustafson project generates $108,228 per year in taxes, the Hanrahan project $24,336 and the Hayes/Chipman $107,666. Chair King stated that the Planning Board/solar projects are a revenue generator for the Town and this information will be included in the next annual report. John Tripp stated this year’s report is available at the town hall.

Chair King stated on review of our Certificate of Decision form, that there is no requirement for solar projects to provide annual contact information. He stated we are on our 9th solar project and we need to have current contact information and a plan for remedial action if not updated. John Turner recommended and offered to go to the solar sites and verifying the contact information on the signs. Susan stated we need to keep track of contacts and asked if it could be put in contractual form. Michelle questioned how we could enforce it. She also stated we should contact the Town of Warren to see what they are doing for their annual reporting. Chair King stated the Town of Warren has the same issues. John Tripp suggested we consult with Town Counsel. John Turner stated we need both the owner and the project manager information. Jason asked if there was a bylaw that states we must have the information in case of a fire. Chair King stated the Board can’t get solar property owners to respond to a phone call.

Chair King provided an update on the possible zoning amendment that would permit two houses on one lot. He stated he has discussed it with John Couture, Building Inspector who is supportive. Chair King stated he is leaning toward proposing the change for the R-11 District where sewer and water are available and perhaps expand it later to the R-30 District, if it passes town meeting and property owners are supportive. He stated the change would impact three pages of bylaws and a notation at the end of the dimensional table. John Tripp recommended tabling discussion until the next meeting so the Board can review the proposed changes. Bill K. emailed the members a summary of the proposal to be reviewed at the July board meeting.

Amy Yanover, Clerk advised the Board the Worcester Registry of Deeds request for signatures was pending. She will leave it at the Town Hall for the Board to sign.

Chair King advised the Board that three years of agendas and minutes have been uploaded to the town website. He stated the Town Clerk is reformatting our zoning bylaws.

Bill K. stated that he had called Gina Wolfman, representative from GreenSkies regarding the solar project proposed for 55 West Brookfield Rd. for a status update. They are still analyzing the viability of the project given the National Grid substation upgrade requirement.

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

Meeting adjourned at 7:40 PM. Next meeting is July 15, 2020. Minutes are 2 pages plus the attendance sheet.

Amy Yanover, Planning Board Clerk

**Next meeting is July 15, 2020 at the Senior Center.**

Attendance – June 17, 2020 meeting of the North Brookfield Planning Board

 No public attendees