**Planning Board Meeting November 17, 2021**

The NB Planning Board held their monthly meeting at the Police Departments conference room Nov. 17, 2021 at 7PM. Chair Bill King called the meeting to order at 7pm. In attendance were planning board members Michelle Petraitis, John Turner, John Tripp, James Grace and Clerk, Kimberly Bent. Attending from the public: Jason Petraitis.

Chair King asked for a motion to approved minutes for Oct. 13 and Nov. 5 as emailed. John Tripp made the motion and John Tuner seconded on both, unanimously approved by all members.

We received an invoice from CMRPC for 50% of Open Space Plan mapping for the sum of $720.00. All members signed the invoice and Clerk will turn the invoice into town accountant.

**MAIL:** None at this time.

**NEW BUSINESS:**

Finance Committee has asked all departments to cut their budget by 3% which is the amount of $700.00 for our Board. Bill King recommended that the budget cut come from two line items, namely the Master Plan budget- $650.00 and zoning change account- $50.00. These changes were approved unanimously by all members. The board asked Clerk to ask the Town accountant for a revenue statement for fiscal year 2021. As soon as clerk has this information, she will forward it to all members.

John Turner gave a Master Plan update. He also stated that the Open Space Plan is wrapping up and ready to start its approval process which consists of a few steps: send Open Space Plan to MA DCR, receive preliminary letter stating if any changes are needed, if changes needed it will be resubmitted for final approval and once approved, it will be printed and there also will be electronic version.

John Tripp asked if the new park the rail trail near Brickyard Road was on the map, John explained it was and is known as Wolcott Woods according to Brandon Avery. This Park is about 29-30 acres of open space for the town to enjoy.

Ashley informed Chair King that there is an MVP Planning Grant available in conjunction with working with CMRPC. Bill King and John Turner who is also on Conservation Commission discussed applying for this grant and if granted, money would be used to redo the Earth Removal Bylaw. All members agreed this would great. Michelle Petraitis also recommended having Karen Kiley’s input on this as she is in the natural resource/sand/gravel business. All members agreed, Karen would be a great asset to redoing the bylaw.

CMRPC informed the board that as of Oct. 15 we have 13 LPA hours, but Chair King attended the quarterly meeting Nov. 10th via zoom, so another hour we be credited to our account. The CMRPC meeting was on “What is our region going to look like in 2050 “. They discussed bringing Mom and Pop stores back to our Main St. In addition to economic development, they discussed education, community vitality and quality of life. The next quarterly meeting is Jan. 15, 2022.

Chair opened discussion on the 7 Point Road recommendation letter for the ZBA. The Cooks asked the ZBA to approve a garage last year, which has not been built yet, and now the Cooks would like to add a small porch to garage and office space above the garage. The ZBA has asked the Planning to send them a recommendation on this addon. Chair King made a motion to approve porch in which started a discussion on the setbacks and coverage area percentage. Due to the owners Michael and Jamie Cook not providing enough information, the board has held off making a recommendation at this time. The Clerk will ask the owners for all this information before the ZBA hearing on Nov 30, 2021 and forward all information to Planning Board. The owners were told by the Conservation Commission that they can only build while the lake is drawn down. Michelle Petraitis made a motion to move recommendation letter for 7 Point Road to next meeting, if we have all the information needed and the ZBA does not make a decision on Nov. 30 meeting, James Grace seconded and unanimously approved by all members.

Chair King asked members for any changes to be made to the proposed drive-through operations zoning amendment which was emailed. At our last meeting the board and Sheila Orsi talked about what districts would be included and what regulations would protect the Town. They all came to agreement to include BG, BG 2, downtown overlay, and industrial districts. Chair King realized we missed the BC district which includes a lot of businesses in town. We discussed an excluded area on North Main St. (Downtown Overlay District) to prohibit either side of North Main Street to a depth of 150 feet. Clerk will make all changes to zoning proposal and forward to all members.

Bill King discussed some edits needed in the newest copy of the zoning bylaws. All members agreed that the edits should be made. They have no material impact on the Bylaw.

Motion to adjourn made by Michelle Petraitis, seconded by John Tripp, unanimously approved by all members. Adjourned at 8:35PM.

Next meeting Dec. 15, 2021. Minutes are two pages.

Minutes prepared by Clerk Kimberly Bent