**PLANNING BOARD MEETING 12/15/21**

The NB Planning Board held their monthly meeting at the Police Departments conference room Dec 15, 2021 @ 7PM. Chair Bill King called the meeting to order at 7pm. In attendance were planning board members Chair Bill King, John Turner, John Tripp, James Grace and Clerk Kimberly Bent. Absent member was Michelle Petraitis. Attending from the public: Joe Levesque, Dan Bonham, Ellen Freyman and Giovani Tracontlea.

Chair King asked for a motion to approve the emailed minutes for Nov 17, 2021 as sent. John Tripp made the motion and John Tuner seconded, and unanimously approved by all members.

**MAIL:**

 Town of Spencer: Spencer Wastewater Treatment Plant 69 West Main Street Approved Special Permit with conditions on Oct 19, 2021.

 Town Of Spencer: Jeremy Feldman- approved Special Permit for 10 Grove Street.

 Town of Spencer: Leo Aucoin – approved Special Permit for 89 Cranberry Meadow Road.

 Town of Spencer: Bond Sand and Gravel – approved Special Permit for Cranberry Meadow Road.

 Town of New Braintree: ZBA Public Hearing – Benjamin Maio, 79 Unitas Road is requesting a Special Permit to run a vehicle paint and light repair shop at this address. Hearing will be held Nov 10, 2021.

**NEW BUSINESS:**

Levesque Geomatics introduced a plot plan for Bill McCreary located on #43-45 Rufus Putnam Road. The plan removes from #43; Lot B to make a new lot consisting of 6.346 ac with 250’ frontage leaving Lot B with 36.564 ac with 256.51’ frontage. This also alters Lot C or #45 to 54.591 ac with 397.12’ frontage. John Tripp asked about wetlands in which Mr. Levesque explained there is, and a culvert pipe will have to be put in place for a driveway. The existing house and driveway have a culvert in place under the existing driveway. Most of the property is a hay field but does have a small brook running through it. Bill K. had a question about Lot E, it is actually part of Lot C. Lot E is to make frontage access to the remaining land on Lot C. Mr. Levesque gave the board Form A with a check for $250 for the three new lots. James Grace made a motion to accept the plans as delivered with John Turner seconding. Members voted unanimously to approve.

 The next plan to be heard was 18 River Road, but no parties showed up. We have moved them to the next meeting and Clerk will send email with that date.

 Attorney Ellen Freyman introduced a proposed façade/office renovation for the Vibram Corporation to add and update their entry way and offices. They would like to make a bump out and they are aware they need to get a Special Permit due to the 5 feet set back in the front. They will be asking the planning board for site approval after going to the ZBA.

 Dan Bonham, Architect. spoke about the design and changes to the building. Vibram is reconstructing all the interior offices, making a conference room on the roof and adding an elevator. He explained they will be improving the landscaping, crosswalk, sidewalk and making the entrance more accessible to the offices above. John Tripp explained that they need to talk to DPW to see where the DDC is on their grant process for new sidewalks. The new elevator will go up all 3 stories and be big enough for a gurney if ever needed. The new glass entryway will come out 5.9 feet farther than existing entrance. They only have about 12’ to the sidewalk. The new entrance will not encroach on the existing sidewalk. Vibram will be improving the landscaping in front of the building possibly removing the birch trees as they are getting big. Chair asked if they will be improving anything that will benefit the town in conjunction with the stonewall and broken metal railing. Vibram will discuss what can be done to help and include this area into their plans. The Chair explained that once we get to the hearing stage that the DDC should be in on that meeting. Clerk gave Ellen Freyman application for a ZBA hearing.

 Chair King received a call from Blue Wave Solar inquiring about the solar bylaws and the current number of approved projects. They did not announce what property is being considered.

 All members signed invoice for Kimberly Bent payroll for the last 3 months

 John Tuner gave an update on Master Plan. The maps are being printed right now to complete the Open Space Plan, it will soon be sent to the state. The state review is a lengthy process. The Master Plan Comm. members are discussing goals and issues. They are reviewing the data in the front part of the book and making all necessary updates. John had good news that of the $25,000 budget will not be completely used, given John and other Comm. members donated time. He is recommending that the Master Plan Committee never go out of existence, so it can be implemented in a timely manner. Town departments should always be busy working on plan goals and objectives. He would like the plan to have a 5 to 7 year focus. The plan will be available electronically as well as printed copies.

 James Grace went to his first CMRPC rural caucus Zoom meeting. The first topic about the bridge academy for the police. The bridge academy is a quicker way for parttime officers to become fulltime officers. The Police Chief in West Brookfield explained that he felt this program was not providing officers with enough training. James talked to our Police Chief who explained there are pro and cons to this program. The other subject was about infrastructure which was on municipal buildings and how to fund these projects. James discussed the gas station, updates to Master Plan and complete streets with the DDC.

 John Tripp explained the Senior Center has a water leak in which the Water Dept. estimates they lost about $5000. It took a while to find the leak, as it was before the meter leaking underground at the adjacent property. The only option to fix the problem without having to dig up the neighbor’s yard was to put the new water pipe in the Sr. Center drop ceiling.

 Chair King discussed some changes to the proposed wording to the drive-through operations bylaw amendment. He asked for the Board’s opinion on BG and BG2 wording. Other edits were discussed and a new draft will be available for the January meeting.

Next meeting January 19, 2022.

Motion to adjourn at 9pm made by James Grace, seconded by John Tripp and unanimously approved by all members.

Minutes are 3 pages.

Submitted by Clerk, Kimberly Bent