**PLANNING BOARD MEETING- JUNE 15, 2022**

The NB Planning Board held their monthly meeting at the Police Department Conference room June 15, 2022 at 7:00PM. In attendance were planning board members Bill King, John Tripp, John Turner, Brandon Avery and Clerk, Kimberly Bent. Michelle Petraitis was absent and from the public there was Tracy and John Snelling. Chair King called the meeting to order at 7PM.

**NEW BUSSINESS:**

John and Tracy Snelling presented a plot plan for 76 Ward Street. This property will be divided into 3 lots, Lot 78 (existing home known as 76 Ward St.) with 94,758 SF and 120.7 feet frontage, Parcel A being combined with Lot B with no frontage and Parcel B being combined with Lot A with 10,559 SF and frontage of 10 feet. Survey notes on plan were reviewed. Plan changes follow the zoning bylaw requirements. Plans were prepared by HS&T Group, Inc. of Worcester. A check with Form A was presented for the sum of $150.00. John Turner made a motion to approve the plans , seconded by Brandon Avery and unanimously approved by all present members.

Chair King opened a discussion to nominate Clerk, Kimberly Bent as the Planning Board Alternate which Jason Petraitis of the BOS said was not a conflict, so could be done. John Tripp made a motion to nominate Kimberly Bent as the Planning Board Alternate , seconded by John Turner and unanimously approved by all members present.

Clerk Kimberly Bent asked to be reimbursed for Microsoft Word program for the sum of $99. Clerk Bent only uses the program for Planning Board business as she pays for Office Space for her personal business. Office Space and Microsoft Word are not compatible. Word is needed to edit the zoning bylaws. John Tripp made motion to pay invoice out of supplies budget line, seconded by John Turner and unanimously approved by all members present.

Chair King received yearly forms from the Registry of Deeds and had all members sign the form to be submitted to the Registry of Deeds for our plot plan approvals.

An invoice for $390.00 from JH Engineering Group, LLC was presented for work done on the Site Plan Peer Review on the Vibram Project. John Turner made motion to approve payment out of the revolving account , seconded by John Tripp and unanimously approved by all members present.

Bill King requested a motion to approve the meeting minutes from May 18, 2022, motion made by John Tripp and seconded by John Turner and unanimously approved by all members present.

John Tripp asked to discuss latest plans sent for Vibram project. Jason Benoit from the Highway Dept. told him that he approved all the changes made to the plans. Chair King spoke with John Couture about not issuing a building permit until the Planning Board signs off on the construction plans. John Ryan, a town resident, who owns Ryan Iron works made a prototype of the replacement railing for the sidewalk along School Street. All members approved of the sample and Vibram will be asked for their approval. Brandon Avery had questions about the replacement for the rock retaining wall on the School Street sidewalk. He would like to see the design for new wall. Chair King said he will get better details from Vibram for the retaining wall.

**MAIL:**

Town of East Brookfield – May 25, 2022 public hearing for enlarging the downtown commercial district.

Town of New Braintree – June 6, 2022 public hearing for adding new bylaw for Floodplain Overlay District.

Town of North Brookfield Town Accountant – There is a spending freeze except contracts, any invoices must be approved by the BOS.

**OLD BUSSINES:**

John Turner gave an update on the Master Plan. The State has sent back some changes that need to be done on the Open Space Plan. They have met with CMRPC to see if they can expedite the changes that they will assist with. CMRPC gave a contract quote and John Turner asked if he could sign a new contract with the freeze from Town Accountant. Chair King and John Tripp, agreed that he can sign the contract as the Master Plan budget line item is for this purpose. John Tripp explained that Master Plan budget line item needs to be encumbered by Town Accountant so it can carry over into new fiscal year. CMRPC said all changes should be done by the end of July. John’s intent is to finalize Master Plan in August.

Paul Paradise of Paradise Gun Shop is seeking to enlarge his gun smith and retail business on Elm St. He has been invited to the July Planning Board meeting. He will need a special permit for his business. No special permit application has been received to date.

Brandon Avery asked who should contact the East Brookfield Planning Board and/or Highway Dept. to help with their end of the rail trail and make a crosswalk across Route 9. No strategy was concluded.

Next meeting will be July 20, 2022.

Motion to adjourn was made by John Tripp, seconded by John Turner and unanimously approved by all present members at 8:30PM.

Minutes consist of two pages.

Submitted by Kimberly Bent, Clerk