



Office of
Townsend Planning Board

Monday February 11, 2019 at 7:00 PM
Townsend Memorial Hall, in Selectmen's chambers
272 Main Street, Townsend, MA 01469

1.0 Preliminaries

- 1.1. Call the meeting to order: Laura Shifrin called the meeting to order at 7:08 p.m.
- 1.2 Roll Call – Vice Chair Laura Shifrin (LS), Clerk Veronica Kell (VK), Charles Sexton-Diranian (CSD), Jerrilyn Bozicas (JB) Absent: Chair Lance McNally.
Others present: Elizabeth Faxon (EF), Planning Board administrator.
- 1.3 Additions or Deletions to Agenda Not reasonably anticipated by the chair 48 hours in advance of the meeting – 2.1 guest speaker Mr. Hume has been rescheduled.
- 1.4 Approval of minutes – JB motioned to approve and release the meeting minutes of 12/12/18. CSD seconded. All in favor.

Discussion regarding the minutes of 1-28-19; VK asked to amend the ANR of 69, 75 Brookline Rd. section by adding the following “the Planning Board is not a precedent setting body”. “add that some of the ANR’s provided as examples by the applicant were endorsed prior to the adoption of the ANR bylaw 175-10 & 175-11”. And amend the section 3.3 with the following “is waiting for a word document”

CSD motioned to approve and release the minutes of 1/28/19 as amended, seconded by JB. All in favor.

3.1 Adult Use Recreational Marijuana zoning bylaw, moratorium, and ballot question - Town Counsel is working on the wording of four separate Recreational Marijuana establishment ballot questions. They are waiting for a response from the Attorney General as to how the ballot questions can be worded so as to be as abbreviated and clear as possible. The ballot questions are expected to be available for the next Board meeting on February 25th, 2019. The Planning Board will approve the ballot questions by vote and, submit them to the Board of Selectmen on February 26, 2019. March 20, 2019 is the last day to submit the ballot questions to the Town Clerk. VK asked is another public hearing is required as part of the process. All agreed it was not necessary.

3.2 Planning board public hearing fees. Obligate the applicant to pay for the legal fees and JB motioned that planning board costs for the advertisement of public hearings and notifying abutters is the responsibility of the applicant. Posting and mailings. VK. Second. CSD asked that it be added to the fee schedule on the website. All in favor.

2.2 **Continuation of a public hearing - 22 West Meadow Road.**

Applicant: Locke Brook Solar, LLC; a subsidiary of Nexamp, Inc.

Project: Locke Brook Solar array – application for a site plan review and application for a major Stormwater Management Permit. Proposal is for construction of a 1-M AC solar photovoltaic array on the approximately 37 acre property.

LS opened the public hearing at 7:30 p.m.

Present: Eric Las, PE Beals & Thomas, Inc.
Palmer Moore, Nexamp, Inc.
Owen Gannon, Graves Engineering, Inc.

Mr. Las submitted print copies of supplemental materials to the Stormwater Management Report and revised (2-8-19) site plans. Beal's & Thomas prepared the revised documents and site plans in response to the findings set forth in the peer review letter issued by the Planning Boards consulting engineer Graves Engineering, Inc. Graves Engineering, Inc., then reviewed and accepted the revisions and documented such in a letter to the Planning Board dated 2-11-19. This completed the peer review process. Owen Gannon, Graves Engineering Inc. was present at the hearing. Mr. Las presented the revised C-201 of the Layout and Materials Plan. Specifically, the plantings proposed to screen the array along West Meadow road and the addition of plantings of dogwood trees on the Southern section of the array along the fence per town requests.

VK is glad to see the additional plantings along the fence on the rt. 119 side and hopeful that the neighborhood and town view shall be preserved after the solar array is installed. VK asked about the annual town report requirement, and noted the time required for the proposed screen vegetative plantings to mature and establish. She asked about mitigation if the plantings are not sufficiently viable and acceptable. Mr. Las responded that this is addressed by the subcontracted landscaping company who will warrantee for two years that the plants survive. Mr. Las commented that with the approval of the project, the Planning Board will be receiving an annual report. The operation and maintenance report includes tracking of technical and overall conditions on the site including the proposed landscaping plan. LS added that the lot is very visible from Main Street to which Mr. Las replied was the reason for adding additional plantings on the southern side of the array. Mr. Las continues to explain that there are three separate layers of vegetation set back from West Meadow road proposed for the screening of the view shed. There is an area near the bridge that must be accessible to highway equipment for clearing in the event debris is built up. The partially obstructed view noted at the driveway entrance onto West Meadow road was raised and the Board heard this will improve with the bridge reconstruction project. The timeline for the bridge reconstruction project was discussed and no impact or overlap will occur. The peer review letter received by the Planning board indicated all points raised with hydrology and Stormwater management have been adequately addressed.

LS read the mandatory referral from the Assessor's office into the record.

CSD made a motion to close the public hearing on the applications for Locke Brook Solar array site plan review and Stormwater permit. VK seconded. All in favor.

CDS made a motion to approve the site plan review and the Stormwater management permit for 22 West Meadow Road Locke Brook Solar array to be built according to final revision of site plans and documents submitted in the public hearing, with review of the written Decision.

Seconded by VK. Roll call vote: YES – LS, CDS, VK, JB

3.4 Master Plan Committee (MPC) - MRPC update – Discussion regarding the District Local Technical Assistance grant plans ensued. LS updated that the MPC will be working with the THA

to write the grant so that the data can be utilized for both projects. The DLTA grant can be used specifically for updating the Housing plan data tables for the 2020 edition, and this data will also be used in the Master Plan housing chapter update. Discussion resulted in a suggestion that the Planning Board and the Master Plan Committee meet jointly at the next scheduled Board meeting on 2/25/19 with guest speaker Mr. John Hume present. The goal is to work together and collectively gather information about filing the DLTA grant application, and solicit guidance from Mr. Hume to assist the Town with the DLTA application. The DLTA grant application would then be presented to the Board of Selectmen at the next meeting and CSD asked if EF could secure a spot on the BOS agenda on 2/26/19 to present the grant. The Board asked EF to invite the Master Plan committee to a joint meeting.

3.6. FY20 Budget

CSD met with L. Butler and provided the information the Board came up with at the last meeting including all the numbers that were requested for addition to the FY 20 budget. The spreadsheet has been updated. The Budget will then go to the town administrator, and to the Board of Selectmen for further approval.

3.7 E-permitting software study - EF noted that the \$5000.00 suggested for e-permitting software was not included in the additions to the FY20 budget because a warrant article was recommended as a more suitable way to fund this project. The Board suggested surveying like communities to determine what they use for software and then discuss which would be most suitable for integrating town departments in a unified manner.

4.1 Notices from other towns - notices were read by V.K.

4.2 Conferences – 2019 CPTC Conference
Meeting of the Montachusett Region Comprehensive Economic Development Strategy Committee and the Montachusett Economic Development District. February 21, 2019.

Respectfully submitted,
Elizabeth Faxon, Planning Board administrator

Approved on: March 11, 2019

Items on file:

1. submitted by Beals & Thomas, Inc. Locke Brook Solar Array Plan set, revised February 8, 2019 (10 sheets).
2. submitted by Beals & Thomas, Inc. GZA GeoEnvironmental, Inc. Test Pit Logs (3 Pages).
3. submitted by Beals & Thomas, Inc. Revised Existing Conditions HydroCAD report (8 pages).
4. Submitted by Beals & Thomas, Inc. Revised Proposed Conditions HydroCAD report (11 pages).
5. Submitted by Beals & Thomas, Inc. Revised Detention Basin Dewatering Documentation (1 page).
6. Letter to Townsend Planning Board from Graves Engineering, Inc. re: Locke Brook Solar Array 22 West Meadow Road Stormwater Review #2. Dated 2-11-19.
7. Meeting sign-in sheet 2-11-2019