



Office of
THE PLANNING BOARD

272 Main Street
Townsend, Massachusetts 01469
978-597-1722 Planning@townsendma.gov

RECEIVED
DEC 07 2021
TOWN OF TOWNSEND
TOWN CLERK

Lance J. McNally, Chairman

Carol Hoffses, Member

Michael Virostko, Clerk

Laura Shifrin, Vice Chair

Julie Byars, Member

Planning Board Meeting minutes

Thursday November 18, 2021, at 5:00 pm

VIRTUAL MEETING ONLY

VIA: ZOOM PER EXTENSION OF GOVERNOR'S ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G.L. c. 30A, § 20†

PUBLIC ACCESS ZOOM MEETING LINK: Join Zoom Meeting

<https://us02web.zoom.us/j/82060429539?pwd=WGtXeStxY0JvOWRqZXZnQWx0enFXQT09>

Meeting ID: 820 6042 9539

Passcode: 622548

All are invited to Attend - Materials and documents are available in electronic format upon request by emailing bfaxon@townsendma.gov.

1 **PRELIMINARIES:** votes may be taken.

- 1.1 Call the meeting to order and roll call. Chairman McNally called the meeting to order at 5:01pm. Members present: Julie Byars (JB), Carol Hoffses (CH), Mike Virostko (MV), Clerk, Lance McNally (LM), Chair, Laura Shifrin (LS), Vice Chair. Others present: Hartley Pleshaw, TCAM, Elizabeth Faxon, Planning Board Administrator, Bill Rideout, Master Plan Committee Member, Selectman Charles Sexton-Diranian, Ian Ortiz Santiago
- 1.2 Chairman's additions or deletions. None.

2 **WORKSESSION:** votes may be taken.

- 2.1 Review and discuss **Townsend Master Plan 2021 Update Final DRAFT V9.** The Planning Board reviewed the document page by page beginning at the Cover page and ending at page 65. General comments and corrections made during the worksession were as follows: The Tables should all be listed in the Table of contents. It was noted that there is no section that is named "goals" which should be included per the MGL 41 Sec. 81D requirement. The Appendix referenced on page 1 is not in the document. Page 5, it was noted that some of the Tables in the document do not have citations of data source. Citations for the Tables can be

† In accordance with actions related to an extension to the remote meeting provisions of the Governor's March 11, 2020, Executive Orders until April 1, 2022, this meeting will be held remotely.

under the table, an endnote, or a footnote, or in the text. Page 15, Age distribution, a comment was made that the age distribution, as is presented in the document is not a good representation of the population trend in Townsend. The population is represented as more evenly distributed in the document than it is. The aging population trend evident in Townsend is not clearly shown in the Tables or text. Age breakdowns should be smaller, so that the population demographics will be more accurately depicted. Selectman Chaz commented that he had just received updated Townsend demographic distribution data from the consultant working on the Draft Housing Production Plan that can be provided to the Master Plan Committee for incorporation into the revision. Page 17, revise the sentence to correct the wording to strike the "amendment to" before Scenic Roads bylaw. Page 21, typos included "its" "\$159,000" "construction of an addition to the Library and Senior Center". Page 22, verify a note is made that dates the survey results prior to the comment with respect to the Board of Selectmen. Preferential wording was suggested: "creating communication between the citizens and the BOS (Board of Selectman) is an admirable goal. Some of the actions we would recommend accomplishing this are 1.2.3.4" Change "the newly -built to the "new high school" Page 24, Services and Facilities recommendations first bullet 1 "comment about the Board of selectmen is disparaging and prefer softer language. bullet 2 Question about what are the customer service interviews? bullet 3 comment was made that the recommendation is confusing because the Town has a building maintenance plan. Annual budget on building maintenance should be referenced here. Is the recommendation to create a 5 year plan? Water section, it is unclear from the reading as to how many wells are in use right now. Board would like these facts to be verified by the Water department. The Planning Board Members deferred content comments in this section to the Water Department. Page 29, corrections include "continue", remove "the" Page 32, correction under water recommendations remove "Town/" from sentence and leave "Conservation Commission" Page 53, Comment was made about concern about the narrowness of the recommendation of only solar and wind power when considering green energy. Recommend being broader in this recommendation such as "other forms of green energy." Or encouraging green energy that is the best fit for the Town. Recommends deleting the suggestion of waterpower installation on the Squannacook River due to potential environmental impact. Page 57, typographical errors- remove parenthesis after the word "towns." It was suggested that the Community Preservation Act (CPA) be explained in more detail earlier in the document. Also suggested giving examples of how this has benefited similar communities. Page 56 noted the spacing between paragraphs needed correction. Page 57, font is different in the footnotes. Page 61, "in west Townsend" is the start of a new paragraph, needs to be indented. Page 65, last paragraph correction needed to words in sentence with "lands, very important". Bill Rideout left the meeting at page 65. and at 6:15pm. Chairman McNally suggested the meeting adjourn until a Master Plan Committee Member can join and, resume at their regularly scheduled Planning Board meeting on 11-22-21 at

6:30pm. Admin. will send the Master Plan Committee the edits and comments that the Board has made in this session.

- 2.2 Vote on the recommendation to the Board of Selectmen to appoint Ian Ortiz Santiago to the vacant position of Townsend Planning Board Associate Member. CH made a motion to appoint Ian Santiago as Associate Planning Board Member contingent upon the appointment of the Board of Selectmen. JB seconded the motion. A roll call vote was taken as follows: AYE – JB, CH, MV, LM, LS. The motion carried.

- 3 **ADJOURN: votes may be taken.** JB made a motion to adjourn at 6:15pm. CH seconded. A roll call vote was taken as follows: AYE: CH, LS, MV, JB, LM. The motion carried.

- 3.1 Next Planning Board meeting scheduled for November 22, 2021 @ 6:30 pm. Next joint Planning Board meeting with the Board of Selectmen is scheduled for December 7, 2021 at 7:00pm.

Items on file:

1. Townsend Master Plan 2021 Update Final DRAFT V9.
2. Volunteer response forms; Ian Ortiz Santiago, Robert Therrien

Respectfully Submitted,

Approved on: December 2, 2021

Elizabeth Faxon

Planning Board Administrator

TCAM - Hartley is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82060429539?pwd=WGtXeStxY0JvOWRqZXZnQWx0enFXQT09>

Meeting ID: 820 6042 9539

Passcode: 622548

One tap mobile

+13017158592,,82060429539#,,,,*622548# US (Washington DC)

+13126266799,,82060429539#,,,,*622548# US (Chicago)

Dial by your location

Meeting ID: 820 6042 9539 Passcode: 622548

Find your local number: <https://us02web.zoom.us/j/kd8KpJyh73>

