

Meeting Minutes
Town of Ashburnham Planning Board
Wednesday, September 22, 2021 @ 6:30 PM
Town Hall, Lower-Level Conference Room

IMPORTANT NOTICE: Remote Access via ZOOM link will not be available for Planning Board Meeting for the foreseeable future. The Town Administrator and Select Board have requested that all Town Committees meet in person.

AGENDA

1. Opening Business

a. Call to Order.

b. Attendance Roll Call-- Members present: Chairman, Walt Meisner (WM), Vice-chairman, Richard Wright (RW), Lyndsy Butler (LB2) and Stephen Coswell (SC) and Associate Member Roger Hoyt. Larry Boudreau (LB1) was absent.

c. Notifications

- Agenda is as posted on the Town website and includes items reasonably anticipated by the Chairman 48 hours prior to the meeting. VOTES MAY BE TAKEN

- Order and exact times of agenda items may vary at the Board's discretion (except for public hearings which cannot start prior to the scheduled time)

- Documents submitted for review can be found under the Planning Board tab on the Town website

d. Chair and Vice-Chair Comments

- 2020 Census Redistricting Data: Impact on Ashburnham- Two precincts will be required. NO comment from vice-chair.

2. Hearings and Applications

- Whitney Park: Preliminary Subdivision Plan Submission- Wes Flis and Sean Collette were present. WM has not received anything from Police and Fire other than comment on the second egress. Some of the comments were sent out regarding lighting and conservation. Open Space total is 66.5 acres, 33.3 required, they are proposing 35.25, with 26.31 being upland. The second egress will take up some of that space. They will take under advisement the need for two family homes as opposed as single family. They will address the comments and incorporate into the

definitive plan. Applicant would like to get the permitting completed by winter so that they can get out there with Conservation.

- Kathy Anderson - Gardner Rd. - Waiver of Technical Compliance

Applicant is looking for relief from Site Plan Review as the project will only have 5 parking spaces.

SC moves to approve waiver. LB2 seconded. All in favor.

- Willard Shattuck - Marshall Mill Road - PB to review paper road before ANR.

Mr. Shattuck is looking to submit an ANR on Marshall Hill Road for a 22 acres parcel in which he would like to divide into 3 lots. Applicant is looking for guidance. The lot is off Hastings Road, located on Marshalls Mills. The road has been abandoned. Applicant will need to speak with DPW and have the Town acknowledge the Road.

- No other requests for hearings and/or submissions were received prior to the posting of this agenda, e.g., special permits, ANRs, scenic road, site reviews

3. Public Comment- None

4. Administrative Matters-

a. W-District Bylaw Change Follow Up- None

b. Member Reports from Other Boards & Committees-

RH- DLTA – Water and Sewer mapping. Jason from MRPC is working on this.

Housing Production Plan and Housing chapter of the Master Plan, nothing has been done on these. Land Use chapter, Jennifer from MRPC, would like to begin working on this piece.

Bylaw review committee is working on getting into e-code. They are meeting every few weeks to go through current bylaws that require changes.

c. Town Notices and/or Announcements- WM read notices. Items will be on file.

d. Approval of Meeting Minutes (if ready)

-August 11 and September 8, 2021- move to the next agenda.

5. Next Meetings

Wednesday, October 13, 2021

Wednesday, October 27, 2021

6. Adjourn

LB2 Moves to adjourn, SC seconded. All in favor.