

Planning Board Meeting Minutes

1/04/2020

Board Members

Present: Casey Campetti, Chuck Walkovich, Al Patenaude, Joyce Morrow, Paul Lonergan

Absent: Jennifer Gingras

Staff: Lisa Davis, Planning Consultant, Cheryl Lutcza, Administrative Assistant

Guests: Lora Woodward, Affordable Housing Committee; Mark Matthews and Deb Fountain, Master Plan Implementation Team

1) Call to Order

Mx. Campetti opened the meeting at 7:00pm

2) Acceptance of Minutes

- a. December 21, 2020 – Motion to accept the minutes by Mr. Lonergan, Mr. Patenaude seconded. All in favor.

3) Plan Endorsement

- a. ANR – 50 & 74 Brookline Street (continuation from 12/21/2020)

Ms. Davis reported that Dave Doneski, Town Counsel, had rendered a decision regarding the ownership of Merrill Lane. In his opinion, there was no evidence proving Town ownership of Merrill Lane, but the Town had abandoned the road many years ago, based on a Town Meeting vote. This would then mean the real estate would revert to the original owners, the Kaiser family. Attny Doneski recommends the Planning Board endorse the ANR for 50 & 74 Brookline Street.

A discussion took place regarding the possibility of sending this to Land Court, where the owners would petition Land Court and if the Town of Pepperell took no position or argument, the land would pass back to the owners. Ms. Morrow mentioned that she felt the property should be clean of all easements, etc. so that the new owners would not have problems later on, should the property become a buildable lot.

Ms. Davis felt that that the Planning Board should rely on the Town Counsel's opinion and endorse the ANR since there was no evidence of real estate ownership (deed, or other documentation) being passed to the Town. The road existed, the Town discontinued it (abandoned it), therefore if there was any easement it would be considered null and void, and a derelict statute would be applied, reverting the property to the owners.

A motion to endorse the ANR for 50 & 74 Brookline Street was made by Mr. Lonergan, second by Ms. Morrow. Mr. Patenaude abstained. Ms. Morrow, Mr. Lonergan and Mx. Campetti were in favor. The ANR was approved.

- b. **Planning Board Endorsement of Robinson Hollow Subdivision Plan (continuation from 12/21/2020)**

No action taken at this time

4) Reports/Correspondence/Discussion

(Matters may arise that the chair didn't reasonably anticipate)

a. Update from Affordable Housing Committee Liaison, Lora Woodward

Ms. Woodward described the work that the Affordable Housing Committee had completed so far: a Housing Production Plan was produced and was approved. Now the committee would be concentrating on implementing the Plan; coordinating its efforts with the recommendations from the Master Plan Committee. An Affordable Housing Trust was on their agenda and efforts are taking place to educate the residents about affordable housing. They are planning to host two civic engagement meetings before the Spring Town Meeting, produce 9 short videos to be shown on the Pepperell Media channel, highlighting the history of affordable housing in the US and why it is important to the Town of Pepperell.

Ms. Davis asked if the committee was working to establish Pepperell as a designated Housing Choice Community.

Ms. Woodward noted there was a 40B conference coming up and the committee was planning to educate themselves and the residents in order to foster a healthy dialog between the community and the committee.

Ms. Morrow asked what role the Affordable Housing Committee would play in marketing affordable housing to developers. Ms. Woodward stated that the committee would become advocates to stake holders through advertising and make all efforts to be super clear as to rules and regulations regarding affordable housing.

Mr. Patenaude, former Affordable Housing Committee member, noted that the Town owns a number of tax lien properties that could be used for affordable housing at no cost to the town. Letting residents know these are available for development might help sell the Affordable Housing Trust as it won't cost tax dollars.

b. Local Resource Recovery Planning Grant

No updates at the present time

c. Master Plan Implementation Team Update

Mr. Walkovich reported that all committees have been contacted and they are setting up a meeting the Planning Board, Select Board, EDAC on January 12. He gave a special kudos to Ms. Fountain for her construction of the Recommendations spreadsheet and its distribution. As of now, there have been no stumbling blocks in implementation.

d. NMCOG

No meeting was held in December and the next meeting will be scheduled in two weeks' time.

5) Master Plan Workshop

Mx. Campetti introduced the discussion for this segment of the meeting. A Recommendations spreadsheet was posted for sharing to those present. There were a number off specific items listed on the spreadsheet that were solely the responsibility of the Planning Board and the goal for the Planning Board was to review each item and prioritize them line by line, including points of contact, timeframe and budgets that might be required to complete the items.

A lengthy discussion ensued regarding the Master Plan recommendations relegated to the Planning Board. As the Board reviewed each item in that discussion, grant funding from DLTA and NMCOG were considered as well as other grant funding. Ms. Morrow reiterated that there was a great need for a Town Planner to take on the research required to perform these tasks.

Mr. Patenaude recommended that the discussion be paused as it was fast approaching 10pm. He noted that Ms. Fountain stated she had an updated version of the Recommendations spreadsheet that could be shared with the Planning Board for reference. Mx. Campetti will compile the responses from the Board from this evening's discussion, obtain the updated spreadsheet from Ms. Fountain, and share it with the Board for the January 19, 2021 meeting.

Future Meeting(s)

- a. January 19, 2021

Mr. Patenaude moved to adjourn the meeting at 10pm, Mr. Lonergan seconded. All in favor.

Respectfully submitted by Joan Ladik.