**MINUTES**

**Planning Board**

**Town Hall, Griffin Room**

**Tuesday, February 14, 2017 - 6:30 PM**

**Members Present:** Mr. Jim Atkinson, Ms. Linda Cebula, Mr. Peter de Bakker, Mr. Joe McParland Mr. Tom Stello, and Ms. Mary Maslowski, alternate.

**Members absent:** Mr. Larry Brophy, Mr. Dave Harris, Mr. Allan Peterson.

**Staff Present:** Aly Sabatino, Town Planner.

Others present: Michael MacAskill, Chairman of the Board of Selectmen.

Prepared from an audio/video recording and written notes.

**Call to Order -** The acting Chair opened the meeting at 6:33 PM.

1. **New Business\***
	1. **Review New Article for the Sidewalk Revolving Fund**

Ms. Sabatino addresses the Board stating the original warrant article from 2004 Special Town Meeting didn’t allow the funds to be re-authorize annually. The fund currently has about $50,000 the purpose of accepting monies generated from receipts paid to the Town in lieu of sidewalks. This article is to correct the annual re-authorization.

Joe McParland moved to approve and establish revolving under M.G.L. Chapter 44, Section 53E ½ to submit the article to ATM 2017. Linda Cebula seconded the motion. The motion unanimously (5-0-0) passed.

* 1. **Housing Production Plan - Review and Send a Letter of Approval**

Linda Cebula presented the overview of Plan and its update of 2010 plan following a recent joint meeting / presentation to the Board of Selectmen and the Planning Board. The plan should be updated every 5 years. $5,000 of CPC administration funds were used to pay the consultant to present, update and produce the plan for 2017. Distribution of plan occurred throughout town and appropriate entities and any interested party. Comments were taken at that public hearing. The Board entered into a brief discussion on the integrating the housing plan with the master plan and the planning board priorities.

Following a motion by Peter de Bakker and amended motion was duly made. Motion: To send a letter of Planning Board approval of the Housing Production Plan dated December 13, 2016. Joe McParland seconded the motion. The motion unanimously (5-0-0) passed.

1. **Old Business**
	1. **PB2016-22 Shelly - Board Signatures for Definitive Plan and Agreement & Covenant**

Ms. Sabatino stated that the Agreement and Covenant and the Plan requires their signatures from a previous approval.

* 1. **PB2016-10 Skecheconet Way - Board Signatures for Covenant Release (1989 Samos Family Trust)**

Ms. Sabatino stated that the administrative requirements of the modification plan have been meet and that the way has been constructed according to the plan and that the Town Engineer has recommended a full release of the Covenant.

Joe McParland motioned to release Planning Board covenant on PB2016-10 for the 1989 Samos Family Trust. Seconded by Peter de Bakker. The motion unanimously (4-0-0) passed.

1. **Briefings and Reports**
	1. **Joint Public Meeting of Conservation and Planning Board for the Open Space and Recreation Plan Thursday, February 23, 2017 at 6pm in the Griffin Room.**

Ms. Sabatino announced that because significant time from original meeting has potential lingered too long and that the proper approval along with significant public comment is required by the State. The meeting is timely, and to proactively cover all bases, for the acceptance of Grant monies that have already been awarded to the Town.

* 1. New Business\* Peter de Bakker, as Chair of the Wastewater Implementation Committee, stated that his Committee was seeking a meeting with the Planning Board for a presentation at their March 14th meeting. Mr. MacAskill, Board of Selectmen Chairman, stated that an agreement has been reached and is likely to be signed and executed in the very near future.

1. **Other Business**
	1. **Minutes: January 10, 2017**

Joe McParland motioned to approve the minutes, Linda Cebula seconded the motion and Peter de Bakker noted a grammatical error on Page 1. Unanimously approved.

* 1. **Board of Appeals Opinions – February 2017**

The board was notified that the Habitat application (97 Route 28) will be on the next agenda for a more in-depth response / opinion to forward to the Board of Appeals.

* 1. **Board of Appeals 40 B Hearing – March 2017**

Ms. Sabatino announced that the hearing will open on the 8th of March.

* 1. **Review Correspondence from State Senator Julian Cyr**

The Cyr correspondence was received by the Board of Selectmen [and many departments and other towns] and they will be inviting him to come to a meeting. It will be announced properly. Planning and Wasterwater have an interest in attending as well.

**Adjourn**

A duly made and seconded motion by Ms. Cebula and Mr. McParland was unanimously approved at 7:19 PM.

Respectfully Submitted,

Elaine Banta

Planning Assistant

Adopted: April 13, 2017