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PLANNING BOARD

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Minutes of Meeting
Grafton Planning Board
November 8, 2021

A regular meeting of the Grafton Planning Board was held on November 8, 2021 and conducted via in-person and remote participation, Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chair David Robbins, Vice-Chair Justin Wood, Clerk Linda Hassinger, Members Robert Hassinger and Prabhu Venkataraman and Associate Member Maura McCormack. Staff present was Town Planner Christopher McGoldrick and Natalia Alward.

Chair Robbins called the meeting to order at 7:00 p.m.

1. PUBLIC INPUT

None.

2. ACTION ITEMS

A. Approval and Endorsement of Definitive Plans (DP 2020-02), "Stillwater Estates," 11 Wheeler Road, Stanley McGriff (applicant/owner).

Eli Leno, of Primmer Piper Eggleston & Cramer PC, Jude Gauvin, of OHI Engineering and Mr. & Mrs. McGriff, owners/applicants, were present.

Mr. McGoldrick stated that he had met with Paul Cournoyer, Department of Public Works, and that Mr. Cournoyer had approved the adjustments that had been made.

MOTION was made by Mr. Wood, **SECOND** by Mr. Hassinger, to approve and endorse the plan as presented. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

B. Draft Decision – Special Permit (SP 2021-07/SPA) and Site Plan Approval, various locations, New England Power Company / various (applicant/owners).

Two corrections/changes need to be added to the draft decision: the name of the person listed as making the presentation during the public hearing needs to be corrected and the list of waivers needs to be included. This item was tabled to the next meeting.

C. Draft Decision – Modification of Special Permit (SP 2002-11.2) and Site Plan Approval, 86 Main Street Rear, AT&T, Catherine Conklin, Agent / Union Congregational Church (applicant/owners).

Two corrections/changes need to be added to the draft decision: a "finding" regarding the change from installing a privacy fence instead of a chain-link fence needs to be added and a list of waivers needs to be included. This item was tabled to the next meeting.

D. Draft Decision - Special Permit Approval (SP 2021-08/SPA) and Site Plan Approval, 72 Westboro Road, Land Planning, Inc. / MacBill LLC (applicant/owner).

A corrected list of exhibits needs to be added to the draft decision.

MOTION was made by Mr. Wood, **SECOND** by Mrs. Hassinger, to approve the draft decision, as written and with the modification as discussed. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

3. DISCUSSION ITEMS

A. Subdivision Rules & Regulations Update

The public hearing notice has been posted for November 22, 2021. Mr. Robbins is preparing a brief PowerPoint presentation for the hearing.

4. GENERAL BUSINESS

A. Bills

MOTION was made by Mr. Wood, **SECOND** by Mr. Hassinger to approve the bills as presented. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

B. Minutes of Previous Meetings

An amendment needs to be made to the third paragraph on page three: Mr. Hassinger inquired about the change in use, not "stated."

MOTION was made by Mr. Hassinger, **SECOND** by Mr. Wood to approve the minutes of October 25, 2021, as drafted, with the amendment as discussed. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

5. PUBLIC HEARINGS

A. Request for Preliminary Plan Approval (PP 2021-02), 340 & 348 Providence Road, Robert Canty / Robert and Marianne Canty (applicant/owner). *Continued from October 25, 2021.*

Norman Hill, of Land Planning, Inc., was present. Mr. Hill stated he had received the report from Graves Engineering, the town's peer review consultant, and that the changes requested were minimal.

Per the Board's request, Mr. Hill will provide a new set of revised plans and made a verbal request to continue the public hearing to the Board's next meeting on November 22, 2021.

MOTION was made by Mr. Wood, **SECOND** by Mr. Hassinger, to continue the public hearing to November 22, 2021, at 7:30 p.m., as per the verbal request, contingent on receiving a written request. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

B. Request for Preliminary Plan Approval (PP 2021-01), 124 North Street Rear, 73 Rear Old Westboro Road, 4 Rear Village Lane and 25 Magnolia Lane, Circle Assets, LLC / Marybeth Realty Trust, Magnolia Farms Association Trust and Circle Assets, LLC (applicant/owners). *Continued from October 25, 2021.*

A written request for public hearing continuance had been received earlier today; the delay and continuance request are due to ongoing discussions with an abutter.

MOTION was made by Mr. Hassinger, **SECOND** by Mr. Wood, to continue the public hearing to November 22, 2021, at 7:30 p.m., as per submitted written request. Roll Call Vote: Mr. Wood, aye; Mrs. Hassinger, aye; Mr. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously, 5 to 0.

3. GENERAL BUSINESS (cont'd)

C. Staff Report

Mr. McGoldrick stated that he had sent the Complete Streets Policy to the State and is awaiting their scoring.

Mr. McGoldrick said that having met with the Central Mass. Regional Planning Commission and other communities, he is now looking into potentially using Local Technical Assistance (LTA) hours for a study. The Mass Trails Grant may also be a good funding opportunity with the potential of regional support.

Mr. McGoldrick said that he would like to begin work on a Master Plan update. This is most likely a three-year process in terms of funding and piecing it out. The first year or section would be data collection and scoping of the Master Plan, the second section would consist of workshops and public engagement, and the third year or section would consist of finalization and pulling it all together. He will be putting together a Request for Proposals (RFP) for the Board's review.

6. ADJOURNMENT

MOTION was made by Mr. Hassinger, **SECOND** by Mrs. Hassinger to close this meeting. Roll Call Vote: Mr. Wood, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye and Mr. Robbins, aye. **MOTION** carried unanimously 5 to 0. The meeting was adjourned at 8:17 p.m.

These minutes were approved by the Planning Board on: December 13, 2021