

PLANNING BOARD MEETING  
SEPTEMBER 5, 2018

PRESENT: Bert Hamill, Chairman, John Veaser, Deirdre Daley, Lou Alvarez, John Schaumlöffel, Joanne Meshna

The meeting was called to order at 7:30 p.m. at the Town Office. John S. was appointed to fill the vacancy of Paul Termin and Lou was appointed to fill Ed Dekker's vacancy.

7:40 p.m. Continuation of public hearing for Ben and Chelsea Hatcher: The hearing was continued from August 15, 2018. Bert read an email from Mr. Hatcher requesting continuation of the hearing to September 19. Liz made a motion to continue the hearing to September 19 at 7:45 p.m. John S. seconded the motion and it passed unanimously.

Ed Rogers – Conversion of a duplex to condominiums: At the last Planning Board meeting the Board discussed an application for conversion of a duplex to condominiums. It was determined the Board did not need to take any action and the application was not submitted. This evening Mr. Rogers explained the mylar for the condominium conversion must be filed at the Registry of Deeds and needs the Board's signature on the plan.

The Board discussed whether or not the conversion required a public hearing and application. There are no changes other than form of ownership. Mr. Rogers noted the State reviews the plan and the septic system.

At the conclusion of the discussion John V. made a motion to forego an application and to sign the documents and record them at the Registry. Lou seconded the motion and it passed unanimously. Mr. Roger will submit the mylar, fees, and condo documents to Debbie for filing at the Registry. Bert will sign the mylar for the Board.

Gary Litchfield: Bert informed the Board Mr. Litchfield had called him and requested a meeting with the Planning Board on September 19 to discuss the requirement of aprons on the driveways. Mr. Litchfield was scheduled for September 19 at 8:15 p.m.

Excavation Regulations amendment: Liz heard back from Mary Pinkham-Langer on changes to the regulations. Liz made the changes and sent them back to Mary and she responded to Liz today. Liz noted the main issue with the regulations is incidental excavations. She will distribute the changes to the Board. If there are any concerns, members should contact Mary directly. The amendment will be discussed at the October 3 meeting.

Capital Improvement Plan: Dee stated she had met with most department heads. She needs to follow up with George Carmichael and is waiting for some numbers for the pool. There are also a few outstanding items with the Parks and Recreation Department. She plans to meet with the Selectmen on September 18. She will be ready to present a draft to the Board in October.

Law Lecture Series: Bert reminded everyone of the workshops and asked interested members to have Debbie register them.

Winter hours: Dee made a motion to change the time for the meetings of the Board from 7:30 to 7:00 p.m. beginning October 3. John V. seconded the motion and it passed unanimously.

Other business:

- Lou will be out for the month of October.
- Bert read a notice from the Ashby Zoning Board of Appeals announcing there will be a public hearing on September 27 at 7:15 to hear the petition submitted by Mark and Pamela Welty for the expansion of a nonconforming structure at 1258 West Road, Ashby.
- Bert read a notice from the Ashby Zoning Board of Appeals announcing there will be a public hearing on September 27 at 7:00 p.m. to hear the petition submitted by Alan and Lorraine Pease for the expansion of a nonconforming structure at 67 Luke Road, Ashby.
- A letter from Southwest Region Planning Commission regarding transportation improvement projects was received.
- Bert read a notice from the Zoning Board of Adjustment announcing a public hearing on September 6 at 7:45 p.m. for a variance application from Rebecca Lehtonen to allow a septic tank not closer than five feet to the right-of-way and construction of a leach field not closer than ten feet from the right-of-way and side setback.
- Bert read a notice from the Zoning Board of Adjustment announcing a public hearing on September 6 at 7:15 p.m. for a variance application from Maria Somero (Be Fit) to allow a free standing entrance sign and one wall sign with a display area not to exceed 32 square feet.
- Dee noted there is a screener at 150 Ashburnham Road and requested Joanne have the Building Inspector review. She also requested review of the building permit and intent to excavate permit.

At 8:50 p.m. Dee made a motion to adjourn the meeting. Liz seconded the motion and it passed unanimously.

Respectfully submitted,  
Joanne Meshna