



Office of  
**THE PLANNING BOARD**  
 272 Main Street  
 Townsend, Massachusetts 01469  
 978-597-1722 [Planning@townsendma.gov](mailto:Planning@townsendma.gov)

Rec'd Townsend Town Clerk  
 23 SEP '21 PM 12:03

Lance J. McNally, Chairman

Laura Shifrin, Vice Chair

Carol Hoffses, Member

Michael Virostko, Clerk

Julie Byars, Member

**Planning Board Meeting Agenda**  
**amended**  
**Monday September 27, 2021, at 6:30 PM**  
**VIRTUAL MEETING ONLY**

VIA: ZOOM PER GOVERNOR'S ORDER SUSPENDING CERTAIN PROVISIONS  
 OF THE OPEN MEETNIG LAW, G.L. c. 30A, § 20†

**PUBLIC ACCESS ZOOM MEETING LINK: Join Zoom Meeting**

<https://us02web.zoom.us/j/84504557790?pwd=c2lXeUhhQ0sveW5QWjR2Wjc1akRzUT09>

**Meeting ID: 845 0455 7790 Passcode: 926084**

**All are invited to Attend - Materials and documents are available in electronic format upon request by emailing [bfaxon@townsendma.gov](mailto:bfaxon@townsendma.gov).**

**1 PRELIMINARIES: votes may be taken.**

- 1.1 Call the meeting to order and roll call.
- 1.2 Chairman's additions or deletions.
- 1.3 Approval of minutes August 23, 2021, and September 13, 2021.

**2 PUBLIC HEARINGS & APPOINTMENTS: votes may be taken.**

- 2.1 **6:45 pm. Continued public hearing - 5 Turnpike Road – Site Plan Review special permit** – proposed 58 new parking spaces and re-pavement of 117 existing parking spaces. Map 50 Block 57 Lot 0. RA3 Zoning District.

**Applicant:** Michael Parretti, Trustee Country Estates Condominium Trust.

† Per the Governor's Order, and during the State of Emergency now-in-effect or until sooner rescinded, public bodies are relieved from the requirement that they conduct their meetings in a public place that is open and physically accessible to the public; provided, however, that all public bodies shall ensure public access to deliberations through adequate, alternative means, which include (but are not limited to) telephone, internet or satellite enabled audio or video conferencing or other technology that enables the public to clearly follow the proceedings of the public body while they are occurring. The Order also allows remote participation by all members of a public body; and waives the requirements that a quorum and the chair be physically present at the meeting location.

### 3 **WORKSESSION: votes may be taken.**

- 3.1 Townsend Master Plan 2021 Final DRAFT Version 1.
- 3.2 District Technical Local Assistance Grant – Townsend Master Plan 2021 – status update
- 3.3 Safe Routes to School (SRTS) update. Carol Hoffses.
- 3.4 Townsend Municipal Vulnerability Preparedness & Hazard Mitigation Plan implementation. – Core Team Members and Staff
- 3.5 Townsend Walkability & Bike-ability Study & Unified Planning Work program update. Staff.
- 3.6 Memo from Board of Selectmen to Planning Board dated 9-16-2021 re: renewal Applications for 2021 licenses Alcoholic Beverages/Common Victualler/Class I, II, & III licensees.

### 4 **CORRESPONDENCE: votes may be taken.**

- 4.1 Notices from Townsend/other Towns.
- 4.2 Update Rail Trail parking Lot – “No Left Turn” sign installed and Squannacook River Rail Trail Phase 1 Celebration on Saturday September 25, 2021 @ 2:00pm.
- 4.3 Email from USGS-FEMA Risk MAP projects in New England to Chaz Sexton - Diranian and copied to Lance J. McNally, Chairman Townsend Planning Board. Re: Prelim – EAP to Town of Townsend [Flood Insurance Rate Maps (FIRM)]

### 5 **INVOICES: votes may be taken.**

- 5.1 Toner Cartridge replacement for Lexmark printer \$45.89.
- 5.2 Office supplies \$134.45. W.B. Mason Order S117544869

### 6 **ADJOURN: votes may be taken.**

- 6.1 Next Planning Board joint meeting with Townsend Housing Authority scheduled for October 14, 2021 @ 7:00 pm.
- 6.2 Next Planning Board meeting scheduled for October 18, 2021 @ 6:30 pm.

**Materials are available electronically upon request via email to:**

**bfaxon@townsendma.gov**

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One tap mobile

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