



Office of
THE PLANNING BOARD
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 Townsend, Massachusetts 01469
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RECEIVED
 MAR 15 2022
 TOWN OF TOWNSEND
 TOWN CLERK

Lance J. McNally, Chairman
 Carol Hoffses, Member

Michael Virostko, Clerk

Laura Shifrin, Vice Chair
 Julie Byars, Member
 Ian Ortiz Santiago, Assoc. Member

PLANNING BOARD MEETING Minutes Monday February 28, 2022, at 6:30 PM

VIRTUAL MEETING ONLY

VIA: ZOOM PER EXTENSION OF 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/85202048056?pwd=VU1XVUM4M3lleY1M1Q0ZWpBMHNDdz09>

Meeting 852 0204 8056 Passcode: 713685

**All are invited to Attend - Materials and documents are available in electronic
 format upon request by emailing bfaxon@townsendma.gov.**

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

- 1.1 Call the meeting to order and roll call. Chair Lance McNally called the meeting to order at 6:03pm. Present: Laura Shifrin (L.S.), Carol Hoffses (C.H.), Member, Julie Byars (J.B.), Member, Ian Ortiz Santiago (I.O.S) Associate Member. Absent: Michael Virostko. Others present: Hartley Pleshaw, TCAM, Beth Faxon, Planning Board Admin, Mike Crowley, Land Use Coordinator, Selectman Charles Sexton-Diranian, Board Liaison, Vincent DeSalvo, Grant Administrator.
- 1.2 Chairman's additions or deletions. None. Chair McNally appointed the Associate Member Ian Ortiz Santiago as a voting Member for the meeting.
- 1.3 Approval of minutes February 14, 2022. comment noticed inconsistency with the words "certificate of occupancy". Admin will correct. L.S. made a motion to approve the minutes of 2-14-2022. C.H. seconded the motion. A roll call vote was

† In accordance with actions related to an extension to the remote meeting provisions of the Governor's March 11, 2020, Executive Orders until April 1, 2022, this meeting will be held remotely.

taken as follows: AYE- J.B., L.S., I.O.S., L.M. ABS – C.H. The motion carried 4-0-1

2 **WORKSESSION: votes may be taken.**

- 2.1 Review proposed zoning Bylaw amendments for placement on the ATM Warrant deadline March 1, 2022. L.S. made a motion to add dog daycare and dog training establishments to the proposed amendment to zoning bylaw 145-26 B.9. uses allowed by special permit in Residential District. C. H. seconded the motion. A roll call vote was taken as follows: AYE- J.B., L.S., I.O.S., L.M., C.H. The motion carried 5-0-0. Admin will submit the proposed amendment to 145-26 B.9 to Town Counsel for comment and update the placeholder on the Warrant as applicable.
- 2.2 Update: public hearings for proposed zoning Bylaw amendments. The public hearing for both zoning bylaw amendments is scheduled for Monday April 11th, 2022 during the regularly scheduled Board Meeting. Admin is drafting the legal notices of public hearings; it will be published in the newspaper and referrals will be sent out to Town Boards and Committees.
- 2.3 Review/discuss §145-26 Residential District Bylaw DRAFT Amendment – §145-26 A (10) (a) Raising or keeping of fowl in residential districts. noted.
- 2.4 Review/discuss Sec.145-26 B (9) Residential A and B Districts special permit uses. Dog grooming and other dog related. noted.
- 2.5 Safe Routes to School (S.R.T.S) update. - Carol Hoffses. - She attended a webinar and was surprised to learn that the Town is responsible for the cost of any right-of-way, she mentioned if a grant is awarded from the SRTS program, the cost will be provided regarding maintaining the right-of –way. Next steps are meeting with the State Rep and Emy Hoff, Recreation Director to ascertain whether the Recreation Department wants to join the SRTS program as a “school alliance” partner. She is waiting to hear from the State rep regarding her meeting with the school principals.
- 2.6 Canal St/Rt 119/W. Elm St. Intersection analysis report update and discussion. - Mike Crowley. Land Use Dept. Staff met with Brad Harris and George Snow, MRPC transportation planners and Selectwoman Veronica Kell to discuss different pathways to go forward. The intersection is a high priority area to work on because of the heavy traffic and traffic flow through the intersection. M. Crowley has begun communications with the Highway Department and Department of Transportation. The process is in its very preliminary stage and M. Crowley will keep the Board updated as the project develops. Cindy King, a concerned citizen, requested that as the project planning goes forward to involve the abutters to the intersection. The abutters have local knowledge of the existing traffic patterns, accidents, and safety challenges at the intersection and their involvement in the decision-making process would be very valuable.
- 2.7 Final approval process for the Townsend Master Plan 2021. Chair McNally is working on the review.
- 2.8 Townsend Municipal Vulnerability Preparedness & Hazard Mitigation Plan implementation. – Core Team Members and Staff.

Vinny DeSalvo introduced himself and stated one of his priorities is familiarizing himself with the MVP State program and seeking funding for different projects in the adopted plan. He is trying to ascertain what the priorities

projects are and get direction from different Boards and the Town to proceed with grant applications for said projects. He noted that Townsend has submitted two MVP Action grant applications that were not funded. He was interested in learning more about reasoning for non-funding and would like to know if the proposal is still a priority.

After reviewing the MVP plan, he noticed that some of the high priority projects listed therein may be related/funded under the green communities' act. For example, he noted a listed project of study the feasibility of solar panel installations on Town buildings, parking lot at the high school and behind the library. He added that may be an example of a project that could be funded by Green Communities grant as opposed to the MPV Action grant which is very competitive. He has also been asked to obtain grant funding for a Town Electric Vehicle charger. Chair McNally welcomed Vinny to the team and commented on how nice it is to have him working for the Town.

2.9 Annual Town Election Monday April 25, 2022. Noted.

2.10 Annual Town meeting Monday May 3, 2022. Noted.

3 **CORRESPONDENCE: votes may be taken.**

3.1 Notices from Townsend/other Towns. Admin read the notices from Townsend and other Townsend. A draft version of the District Local Technical Assistance (DLTA) application letter requesting technical assistance under MBTA communities' section was provided for the Board. M. Crowley will be presenting at the Board of Selectmen on March 1st after which this application will be discussed, voted on and if approved, signed by the Selectmen and submitted to MRPC. The application requests technical assistance to solve the problem of how the Town can create the required multifamily housing high density overlay district without public sewage service. He will return to a Board meeting to present an update on the new MBTA legislation and an update of the Town's progress.

4 **ADJOURN: votes may be taken.**

4.1 Next Planning Board meetings scheduled for March 14, 2022. C.H. made a motion to adjourn at 7:03pm. I.O.S. seconded the motion. A roll call vote was taken as follows: AYE- J.B., L.S., I.O.S., L.M., C.H. The motion carried 5-0-0.

Items on file:

1. §145-26 Residential District Bylaw Amendment – §145-26 A (10) (a) Raising or keeping of fowl in residential districts.
2. §145-26 Residential District Bylaw Amendment - § 145-26 B 9. Uses allowed by special permit in Residential Districts adding dog grooming, dog day care, and dog training establishments.
3. Canal St/Rt 119/W. Elm St. Intersection analysis report.
4. Draft (pending approval) Townsend Master Plan.
5. Townsend Municipal Vulnerability Preparedness & Hazard Mitigation Plan.

6. Draft letter re: District Local Technical Assistance (DLTA) application requesting technical assistance under MBTA Communities Assistance subcategory subject to BOS approval.

Respectfully submitted,

Beth Faxon

Planning Board Admin.

Approved on: March 14, 2022

Materials are available electronically upon request via email to:
bfaxon@townsendma.gov

TCAM - Hartley is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

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