



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
978-597-1722 bfacon@townsend.ma.us

RECEIVED
FEB 20 2020
TOWN OF TOWNSEND
TOWN CLERK

Lance J. McNally, Chairman
Veronica Kell, Clerk

Charles Sexton-Diranian, Member

Laura Shifrin, Vice Chair
Jerrilyn T. Bozicas, Member

Planning Board Meeting minutes
Monday, January 27, 2020, at 6:30 PM
Townsend Memorial Hall, Selectmen's Chambers
272 Main Street, Townsend, MA 01469

1 PRELIMINARIES:

- 1.1 Call the meeting to order. Chairman Lance McNally called the meeting to order at 6:32 P.M.
- 1.2 Roll call. – In attendance were; Chair Lance McNally, Vice chair, Laura Shifrin, Clerk, Veronica Kell, Jerrilyn Bozicas and Charles Sexton-Diranian.
- 1.3 Additions or Deletions to Agenda not reasonably anticipated by the Chair 48 Hours in advance of the meeting. Add sec. 3.8 recreational marijuana tax discussion. And 3.9 information dissemination for MJTC strategy.
- 1.4 Approval of minutes 01-06-2020. Changes noted add to section 2.2 “if not approved, than a single curb cut will be utilized”. Section 3.1 change “approval” to “presentation” Section 4.1 add “Pepperell” in front of adult use recreational marijuana dispensary. Strike sentence “Townsend pavement management plan was approved by town vote.” Section 4.2 Add “via bike lane” following the words “rail trail” section 4.3 insert “occasional” before “Planning Board meetings” and strike “only” before the words “to address” C. Sexton-Diranian motioned to approve the minutes as amended. J. Bozicas seconded. All in favor. The motion carried.

2 HEARINGS AND APPOINTMENTS:

- 2.1 7:00 P.M. Continuation of Public hearing on an application for approval of a 3-lot definitive subdivision and Stormwater permit.**

Chairman McNally reconvened the public hearing and subsequently continued the public hearing to February 10th, 2020 at 7:00 P.M. J. Bozicas motioned to continue the public hearing on the application for approval of a 3 lot definitive subdivision and Stormwater permit at Seaver Road to February 10, 2020 at 7:00 P.M. C. Sexton-Diranian seconded. All in favor. The motion carried.

3 WORKSESSION:

- 3.1 Public information session planning jointly with Townsend Housing Authority. C. Sexton-Diranian noted the relationship between the 2020 Housing Production Plan update, The Master Plan update and the 40B housing inventory. A community meeting was proposed for the purpose of a collaborative effort to gather all current information available under respective projects and present it to the public. A request was made for the Economic development report submitted to the Master Plan Committee by the consultant as well as any draft of the Housing Chapter available. C. Sexton-Diranian will work with MRPC to set a date to present the information.
- 3.2 Unified planning work program project request update – V. Kell commented that 4 transportation related project requests for Townsend were outlined, prioritized and discussed at the Board of Selectmen's meeting and approved for submittal to MRPC under the project solicitation for the UPWP program. The letter of support including the four projects requested was read. The project requests were sent to Sheri Bean at MRPC.
- 3.3 Municipal Vulnerability Preparedness Program planning grant application update. Townsend awaits a notice of award from the EOEEA.
- 3.4 §145-36 Accessory Apartment bylaw wording and implementation discussion - revise Board of Health report memorandum/form. The Planning Board will meet jointly with the Board of Health to discuss the implementation of the amended bylaw on 2/10/2020 at 6:00 P.M.

3.5 Age restricted housing zoning bylaw discussion – C. Sexton-Diranian will compile bylaws he has collected in a report of 21 communities similar to Townsend and begin drafting a version of the bylaw for Townsend.

3.6 District Local Technical Assistance DLTA update – The Planning Board discussed the proposal for technical services request for Round#1 of the DLTA in their 1-06-19 meeting. The proposal was discussed in a Board of Selectmen's meeting and subsequently approved. The proposal was submitted to MRPC for consideration in the first round of requests. The proposal was read aloud and includes assistance from MRPC to help amend zoning bylaws in order to provide more age-restricted market rate housing opportunities in Townsend, and to investigate the feasibility of adopting M.G.L 43 D – and expedited local permitting program focused on mixed use development.

3.7 2019 DRAFT Townsend Planning Board Annual Report. – a print copy of the Draft Annual Report was distributed to Board members. The administrator will email a Word file for Members to review and edit. The final will be submitted to the Executive secretary as requested.

3.8 C. Sexton-Diranian commented on Article 17 - the proposal for the Town's adoption of MGL Ch. 64N, §3 local sales tax on recreational marijuana establishments on the STM 20 Town meeting warrant. The article was presented on town meeting floor and proposed by the Land Use Coordinator prior to her departure. He was not in favor of the Land Use Coordinator placing an article on the warrant and questioned the validity of the procedure. He asked what can be done to put the article on the next town meeting warrant. L. McNally stated that the Board of Selectmen would take on this effort going forward.

3.9 Information dissemination of Montachusett Joint Transportation Commission (MJTC) information – V.Kell asked about ideas for ensuring the information from these meetings is going to the appropriate parties. The administrator will set up a section of the Planning Board webpage with information and keep it updated with current information. The Board also suggested a mailing list of interested parties to receive the MJTC information.

4 CORRESPONDENCE:

4.1 Notices from Townsend/other towns. V.Kell read the notices aloud.

5 ADJOURNMENT: C. Sexton-Diranian motioned to adjourn the meeting at 7:45 P.M. J. Bozicas seconded. All in favor. The motion carried.

Respectfully submitted,

Elizabeth Faxon

Planning Board Administrator

Approved on: February 10, 2020

Items on file:

1. Letter of support re: the DLTA grant request for services from the Board of Selectmen dated 1-22-2020.
2. Letter of support re: the UPWP project requests from the Board of Selectmen dated 1-22-2020.
3. Email from C. Sexton-Diranian re: Joint Planning, THA and MRPC meeting request.
4. Draft 2019 Planning Board Annual report.