



## Planning Board – Town of Spencer

### *Minutes*

#### Planning Board Meeting

**Tuesday, January 4, 2022, at 7:00 PM**

McCourt Social Hall, 157 Main Street Spencer, MA 01562

Memorial Town Hall- **Remote and in person Meeting**

Planning Board Members Present: Acting Chair Jeff Butensky (Remote), Robert Ceppi (in-person), and Shirley Shiver (in-person) Paul Gleason (in-person)

Planning Board Members Absent: None

Staff Present: Todd Miller, Town Planner (in-person) and Monica Santerre-Gervais, ODIS Senior Clerk (remote)

Staff Absent: None

#### **1. Acting Chair, Mr. Butensky, opened the meeting at 7:00 pm.**

#### **2. Approval of Minutes: 12/07/2021**

Wrong date on agenda and the minutes were skipped.

#### **3. ANR's**

- **65 Maple Street/19 McDonald Street/ Estate of Marilyn F. Gruin**

A revised copy of the plans was emailed today. Mr. Miller discussed the concerns from the Planning Board at the last meeting such as labeling and cleaning up language.

Joe Levesque, Levesque Geomatics, discussed the revisions to the drawing and the purpose of the ANR was to give more land to a non-conforming lot. Mr. Ceppi revisions should be marked clearly on the plan.

**MOTION: Ms. Shiver motioned to approve the revised ANR**

**SECOND: Mr. Gleason**

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Butensky, Ms. Shiver, Mr. Gleason all voted aye, and the motion was carried (vote 3-0 motion carried- Mr. Ceppi recused himself)**

- **20 Holmes St. / Joseph Lacroix – Boundary Line Adjustment**

Mr. Miller explained the ANR plan. Mr. Butensky asked about the zoning district being different and what the remaining land would be zoned as. Mr. Miller said it would be majority of the zone in that parcel but not relevant to the ANR approval. Ms. Shiver stated it was just a boundary line adjustment.

**MOTION: Ms. Shiver motioned to endorse the plan.**

**SECOND: Mr. Butensky**

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Butensky, Mr. Ceppi, Mr. Gleason, and Mr. Shiver all voted aye, and the motion was carried (vote 4-0 motion carried)**

**4. Continued Public Hearing: Major Site Plan Review/ Special Permit/ Subdivision - Applicant: Spencer Solar LLC; Owner: Ash Spencer Realty LLC, Location: Ash Street; Spencer Assessor's Map R27-01. The applicant is requesting a Major Site Plan Review under Section 7.4 and Special Permit under Section 7.2 of the Spencer Zoning Bylaw Zoning to install a Solar PV Facility. The applicant is also seeking a Subdivision approval as part of this project. The property is located within the Rural Residential zoning district.**

Mr. Miller mentioned the applicant submitted a request to continue until 1/18/2022.

**MOTION: Ms. Shiver motioned to accept the continuance request to 1/18/2022**

**SECOND: Mr. Ceppi**

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Butensky, Mr. Ceppi, Mr. Gleason, and Mr. Shiver all voted aye, and the motion was carried (vote 4-0 motion carried)**

## **5. Discussion: Board Policies and Procedures**

Mr. Butensky was unable to attend the meeting in person and did not have much to discuss. Mr. Butensky mentioned he feels more comfortable staying in the Chair position but would need to talk with Mr. Ceppi first. The topic was tabled until the next meeting.

## **6. Review & Act: Revolving Account**

Mr. Miller discussed needing to vote for payment for ads from the Stonebridge Press in the amount of \$102.90.

**MOTION: Mr. Ceppi motioned to pay the Stonebridge Press invoice in the amount of \$102.90 to cover the advertisement for the Planning Board advertisement**

**SECOND: Mr. Gleason**

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Butensky, Mr. Ceppi, Mr. Gleason, and Mr. Shiver all voted aye, and the motion was carried (vote 4-0 motion carried)**

## **7. Town Planner Report**

Mr. Miller discussed working with the ODIS department for budgeting requests. Also, mentioned modifying language for residential ground mount solar.

## **8. General Board Discussion & Board Liaison Reports**

Mr. Butensky and Mr. Miller discussed the Housing Production Committee and being close to distributing surveys.

## **9. Citizen Input**

Matt Defosse, 7 Paul's Drive, stated he would like to see more people at the meetings from the public and discussed the Spencer Solar Bylaw Committee was ok with residential solar for there own use, but the Planning Board should concentrate on what is best for Spencer Residents.

## **10. New Business/Adjournment**

**MOTION: Mr. Ceppi motioned to adjourn at 7:42 pm**

**SECOND: Mr. Gleason**

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Butensky, Mr. Ceppi, Mr. Gleason, and Mr. Shiver all voted aye, and the motion was carried (vote 4-0 motion carried)**

**Submitted by Monica Santerre-Gervais, ODIS Clerk**

**Approved by the Planning Board on: 1/18/2022**

### **List of Documents used on January 4,2022.**

#### **Items sent by email to the Planning Board and printed out for use at the meeting:**

- Agenda
- ANR Application and revised Plans for 65 Maple Street/19 McDonald Street/ Estate of Marilyn F. Gruin and application and plans for 20 Holmes St. / Joseph Lacroix
- Continuance documentation for O Donnelly dated 1/03/2022
- Stonebridge press invoice for 34 Brooks Pond advertisement

#### **Items submitted/ brought to the Meeting:**

- Revised Plans for 65 Maple Street/19 McDonald Street/ Estate of Marilyn F. Gruin, dated December 2021