



Planning Board – Town of Spencer

Minutes

Planning Board Meeting

Tuesday, December 07, 2021, 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: Chair -Vacant, Vice Chair Jeff Butensky (in-person acting Chair), Shirley Shiver (in-person), Paul Gleason (in-person), and Robert Ceppi (in-person)

Planning Board Members Absent: None

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

Staff Absent: None

1. Mr. Butensky was acting Chair and opened the meeting at 7:02 pm. Mr. Butensky started the meeting by thanking the previous chair, Jonathon Viner, for his 10 years of service and appreciated his time and effort serving on the Planning Board. Mr. Butensky welcomed back Shirley Shiver to the Planning Board. Also, Mr. Butensky changed the agenda to switch items 2 and 4 and decided to table the minutes of 11/16/2021 until the next meeting.

2. ANR's-

- **34 Brooks Pond Road- Joseph & Krystal Green**

Mr. Miller discussed the preliminary elements from the last meeting, the issues that came up at the last meeting, and stated the ANR meets all the requirements to approve.

Attorney Philip Stoddard was present for the meeting and agreed that there are wetlands on the property, but they could use a wetland crossing, meets the requirements of frontage, and all ANR requirements.

The Chair opened the hearing up to the public and there were no comments.

Mr. Ceppi mentioned the ANR would be approving a lot that is not buildable and the applicant would need to come back to the Planning Board for a Special Permit.

MOTION: Ms. Shiver motioned to endorse the plan.

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)

3. Approval of Minutes: 11/16/2021- Tabled until next meeting.

4. Board Reorganization

Mr. Butensky discussed his background in ethics training and what he deemed unethical of an employee or Planning Board member, discussed social media etiquette, and having zero tolerance of social media use in a negative manner regarding the Town of Spencer and its employees and volunteers. Additionally, Mr. Butensky elaborated on the work and the good relationship with the last chair and apologized for not wanting to be the Chairperson for the Planning Board. Ms. Shiver stated she would not be eligible to be Chairperson for a year due to the policies in place. Mr. Butensky committed to staying acting chair until January 4, 2021 and would like to stay vice chair.

5. Discussion: Joint meeting follow-up & Board Policies and Procedures.

Mr. Miller said after the meeting he has been working closely with the Building Inspector, Duane Amos, and Conservation Agent, Lauren Trifone, on the next steps and improving the process. Mr. Butensky said he would like someone verify the steps, Ms. Shiver recommended an online or paper generated step process. Mr. Miller discussed e-permitting and the cost issues. Mr. Butensky briefly summarized the joint meeting they had with the Board of Selectmen and Conservation Commission. Mr. Ceppi stated he would like the current issues taken care of such as GH Wilson and having Mr. Amos enforce the Building and Zoning Bylaws. Mr. Ceppi wants a cease and desist for GH Wilson for not meeting Planning Board conditions. Mr. Butensky agrees but no one is being held responsible to enforce and invited the new Town Administrator to come to the Planning Board meetings and help the Planning Board.

6. Review & Act: Revolving Account

Discussed the journal printout for the Planning Board Revolving account. Mr. Ceppi asked if the Planning Board could get a stipend again and the money comes out of the Planning Board Revolving Account and Mr. Miller said he would investigate. Mr. Butensky said there is still an opening for a clerk on the board to follow the money. Planning Board members reviewed the invoice for Stonebridge Press to pay out of revolving account.

MOTION: Mr. Ceppi motioned to pay the Stonebridge Press invoice.

SECOND: Ms. Shiver

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 said he has been working with Mr. Amos and Ms. Trifone and working on round two of solar amendments with CMRPC.

8. General Board Discussion/ Board Liaison Reports

- Mr. Ceppi handed out his idea for regulating batteries on solar farms and that was reviewed.
- Reviewed new Planning Board application forms to hold the applicant responsible for abutter notifications.

MOTION: Mr. Ceppi motioned to approve the new applications

SECOND: Mr. Butensky

DISCUSSION: Mr. Miller mentioned an edit for “halls” to “hall”

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)

- Mr. Butensky mentioned the Housing Production Committee generated a survey and they are almost ready to share it.

9. Citizen Input

Matt Defosse, 7 Paul’s Drive, mentioned he was saddened by the resignation of Mr. Viner, stated the Planning Board needs to be more consistent with conditions, feels round two of solar amendments should stay commercial, mentioned he did not agree that Mr. Ceppi’s fire suppression idea for battery storage would work and to discuss it with the Fire Chief, and stated rules and regulations need to be enforced and there is no accountability for solar developers. Additionally, Mr. DeFosse asked how Ms. Reed’s replacement happened so quickly. Mr. Butensky stated the Town Administrator has the authority to appoint members to a board. There was much discussion on better communication and a better process when a new member volunteers.

10. New Business/Adjournment

MOTION: Mr. Ceppi motioned to adjourn the meeting at 8:53 pm

SECOND: Ms. Shiver

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: 12/21/2021

List of Documents used on December 07, 2021.

Items sent to Planning Board prior to Meeting by email:

- Agenda
- Draft Minutes: 11/16/2021
- ANR-34 Brooks Pond Road, application and plans, and memo from Jason Dubois/Attorney Philip Stoddard
- Planning Board Revolving Account Balance for FY22/July to October
- Planning Board Revolving Account invoices to approve- Stonebridge Press inv for 0 Donnelly 2nd advertisement.

Items submitted/ brought to the Meeting:

- Mr. Ceppi handed out fire suppression idea for battery storage on solar farms.