Members present remotely: James Natle, Michael Hofler, Daniel Beaudette, Justin Rosienski, Alice Knittel, and Elizabeth Pols (alternate voting member)  
Staff Present remotely: Doug Albertson, Town Planner and Lynn Sikes, Minutes  

Audience Present Remotely: J.Turner, BoS; Carol LeBlanc  

D. Albertson indicated prior to the start of the meeting that all votes must be a roll call vote due to being remote.  

6:00 pm – J.Natle, Chair, opened the meeting, welcomed everyone and read the agenda into the record.  

J.Natle appointed A.Knittel as single signature for items approved on this evening's agenda.  

7:05 – Discussion – Application for partial release and/or exchange of performance guarantees or covenants by Richard F. Greene, subdivision Hunters’ Ridge, Phase 3, aka Old Sawmill Road, designed by SVE Associates, definitive plan endorsed by the Planning Board on April 28, 2015 and recorded in Book 234, page 35. The board discussed the request. The application is to release Lot C and replace the covenant on Lot A. Mr. Greene is working with the surveyor to have the AsBuilt completed. As soon as those are submitted this will be a completed subdivision.  

Steven Williams, Dir., of DPW submitted a letter to the Planning board regarding Form G – Update for Old Sawmill Road-Phase 3 – indicating he conducted a site visit on July 24, 20 to review this subdivision. At this time, the remaining balance is $5000 to cover the outstanding work to be performed as per a worksheet he submitted with the letter.  

MOTION: J.Natle that we release covenants on lot C and replace with a covenant on Lot A for subdivision Hunters’ Ridge, Phase 3, aka Old Sawmill Road, endorsed by the Planning Board on April 28, 2015, recorded in Book 234, page 35, covenant recorded in Book 11926, page 313. SECOND: A.Knittel No Discussion. Roll Call Vote: J.Natle, yes; A.Knittel, yes; M.Hofler, yes; D.Beaudette, yes; J.Rosienski, yes. Roll Call Vote 5-0-0  

ANR: Springbrook Realty Trust, Jessica Courchesne and Arthur Courchesne, Trustee – David Laflaur and Jacqueline LaFleur Holders of Certificate of Beneficial Interest, Stebbins Street and Mercier Drive, Map 239, Lots 3.01 and 6 and Map 240, Lot 65.1, submitted by Sherman & Frydryk, LLC, dated March 4, 2020, to reconfigure Map 239, Lots 3.01 and 6 and Map 240, Lot 65.1 by combining those three lots creating one new lot for lot identification plan purposes shown as Lot 29IF, with remaining land (Assessors will assign lot numbers later), accompanied by a Form A application submitted August 5, 2020. The Board reviewed and discussed the plan along with the existing common drive and trust that this involves.  

MOTION: J.Natle to endorse the ANR for Springbrook Realty Trust, Jessica Courchesne and Arthur Courchesne, Trustees – David Laflaur and Jacqueline LaFleur Holders of Certificate of Beneficial Interest, Stebbins Street and Mercier Drive, Map 239, Lots 3.01 and 6 and Map 240, Lot 65.1, submitted by Sherman & Frydryk, LLC, dated March 4, 2020, to reconfigure Map 239, Lots 3.01 and 6 and Map
240, Lot 65.1 by combining those three lots creating one new lot for lot identification plan purposes shown as Lot 291F with remaining land. **SECOND**: A. Knittel **No Discussion** Roll Call Vote: J.Natle, yes; M.Hofler, yes; D.Beaudette, yes; J.Rosienski, yes; A.Knittel, yes; ROLL CALL VOTE: 5-0-0

**ANR**: Carl R. and Diane M. Nolan, Map 280, Lots 21, 22 and 24, submitted by R.L Cook surveyors, plan dated July 28, 2020, to reconfigure Map 280, Lots 21, 22, and 24, shown on plan as Revised Lot 21, Revised Lot 22 and Revised Lot 24, (Assessors will assign lot numbers later), accompanied by a Form A application dated July 29, 2020. The Board reviewed the submitted plan and discussed the intent.

**MOTION**: J.Natle to endorse the ANR for Carl R. and Diane M. Nolan, Map 280, Lots 21, 22 and 24, submitted by R.L Cook surveyors, plan dated July 28, 2020, to reconfigure Map 280, Lots 21, 22, and 24, shown on plan as Revised lot 21, Revised Lot 22 and Revised Lot 24. **SECOND**: J.Rosienski **No Discussion** Roll Call Vote: J.Natle, yes; M.Hofler, yes; D.Beaudette, yes; J.Rosienski, yes; A.Knittel, yes; ROLL CALL VOTE: 5-0-0

**MOTION**: J.Natle, Chair – for the Minutes on this evenings' agenda, I appoint Alice Knittel to sign that document for Planning Board Approval, as the Single Signatory authority. **SECOND**: A.Knittel **Roll Call Vote**: J.Natle, yes; D.Beaudette, yes; M.Hofler, yes; J.Rosienski, yes; A.Knittel, yes; ROLL CALL VOTE: 5-0-0

Minutes of July 28, 2020. **MOTION**: J.Natle to approve the minutes of July 28, 2020 as written. **Second**: A.Knittel **No Discussion** Roll Call Vote: J.Natle, yes; D.Beaudette, yes; M.Hofler, yes; J.Rosienski, yes; A.Knittel, yes; ROLL CALL VOTE: 5-0-0

**Bills were endorsed.**

**Town Planner Report:**
- The Housing Choice certification/housing grants have not been announced yet. We will move on that as soon as we hear on it.
- The PVPC Commercial Solar model bylaw continues to be worked on. It is substantially based on our by-law. I am an on-call advisor to this. We did a good job putting this together. This will be good for smaller towns.
- The Age Friendly plan continues to be worked on.
- The Lake Wallace Sensory Trail - we received a nice gift from a local resident who cares about the town. That will be used as leverage for more money; essentially, we have raised the money for this project. Engineering is complete. Construction estimates are coming in.
- Last week we held the introductory meeting for the Economic Development Plan. There are several people involved with that. This will be coming together in the near future.

**Member’s reports:**
- A.Knittel – I will attend the zoom meeting tomorrow on Race and Health Equity Tools for Local Governments.
- D.Albertson –Next week on the 21st, I will be attending the Mass. Association of Planning Directors Legal Review of recent decisions.
- D.Beaudette – regarding the Amherst subdivision mentioned at our last meeting – I saw that the extension we gave for the subdivision ran out July 1 so that permit is void again. It is timed out. I brought it to D.Albertson’s attention who then went to the Amherst Town Planner and inquiries are being made. D.Albertson updated the board on this subdivision. The legal issues are being resolved at this time. The Board discussed possibly requesting to become a part of the lenders
agreement, which Amherst holds. Amherst is checking on that. The Board also discussed reaching out to the developer to join in on one of the upcoming meetings. D.Albertson will reach out to him.

- D.Beaudette – I have no real progress on reaching anyone at the Division of Fish and Wildlife regarding the parking issue at the boat launch. I did visit with a resident who owns the house across from the entrance of the landing. We can relay her concerns as well. It should involve the citizens who are most affected.

- J.Natle – I had a discussion with J.Turner of the Select Board regarding the planning board plans for the year. One item would be to update the master plan. This would be reviewed confirming what works and what needs to be revised. Also, open space, roadwork, etc. and update the common drive bylaw. The accessory apartment bylaw would possibly reviewed as well.

- D.Beaudette – The Economic Development Committee met last Thursday, which I attended. It is imminent that we look at our zoning again; in particular the development of small businesses at home locations. Our zoning regulations and business regulations were developed 50 years ago. We now have changed circumstances. We will need to look at some zoning changes. Right now, it is very restrictive.

- D.Beaudette – Just a note that to review our Community Plan with the current pandemic situation will be very difficult regarding holding meetings. In the past, they were very large meetings. This would be very difficult to do now. Maybe look at businesses first then agricultural areas, then open space - review them sequentially over a longer period of time rather than all at once. D.Albertson yes, I agree. We can do it by grant, review sections with the grants available. Then we could put components together.

- J.Turner – Possibly look at who might be the best group to look into each section of the master plan, i.e. ConCom looking at open space, what other groups could take a section to update and then come back to us. D.Albertson we can certainly look into that. J.Turner, we can have the Strategy Group look into this.

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MOTION: J.Natle to adjourn at 7:46 pm. SECOND: A.Knittel  Roll Call Vote: J.Natle, yes; D.Beaudette, yes; M.Hofler, yes; J.Rosienski, yes; A.Knittel, yes.  ROLL CALL VOTE: 5-0-0

Meeting adjourned at 7:46 pm

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James Natle

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Daniel Beaudette

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Michael Hofler

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Justin Rosienski

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Alice Knittel - Single Signature