



Planning Board Workshop Approved Minutes

August 9, 2023

7:00 pm at Community Development Meeting Room

3 North Lowell Road

Attendance:

Chair Tom Earley, Present

Vice Chair Derek Monson, Present

Jennean Mason, Present

Jacob Cross, Present

Matt Rounds, Present

Alan Carpenter, Excused

Pam McCarthy (alternate), Present and seated for Alan Carpenter

Timothy Zurowski (alternate), Present

Roger Hohenberger, Board of Selectmen ex Officio, Present

Bruce Breton, Board of Selectmen ex Officio (alternate), Excused.

Excused tonight was Alexander Mello, AICP - Community Development Director

Draft minutes provided by Jacob Cross

The meeting opened at 7:02pm with the pledge of allegiance and the introduction of members.

Review and Approval of the minutes:

Minutes from June 7, 2023

Motion to approve meeting minutes by Mr. Hohenberger seconded by Vice Chair Monson at 7:05PM.

Motion withdrawn by Mr. Hohenberger 7:18PM.

Minutes from July 19, 2023

Mr. Monson made a motion to approve the minutes with the following amendments:

- Line 153 correct typo.
- Line 146 Mr. Dubay made the comment.

Seconded by Mr. Hohenberger. The motion passed with the following roll-call vote:

Chair Earley, aye
Vice Chair Monson, aye
Ms. McCarthy, abstain
Mr. Rounds, aye
Mr. Cross, aye
Mr. Hohenberger, aye
Ms. Mason, aye

Minutes from August 2, 2023

Mr. Monson made a motion to approve the minutes as presented. Seconded by Mr. Rounds. The motion passed with the following roll-call vote:



45 Chair Earley, aye
46 Vice Chair Monson, aye
47 Ms. McCarthy, abstain
48 Mr. Rounds, aye
49 Mr. Cross, aye
50 Mr. Hohenberger, aye
51 Ms. Mason, aye
52
53

54 **Old/New Business**

55 **1. Correspondence from Lynn Bartsch re: 27 Third Street**
56 A discussion was held.
57

58 **Discussion of possible topics for zoning/regulation amendments**

59 **Mr. Hohenberger:**

60 1. Currently, calculations of lots in question that can be impacted by streams and wetlands are not being
61 properly delineated. If wetlands aren't on property, they don't have to be shown by the developer. Board
62 favorably viewed the proposal to fix and wanted to investigate further.

63 2. Developments abutting water line should have a good reason to NOT connect to it. New subdivisions
64 and developments that are within a reasonable distance should have to give reasons why they don't
65 want to connect to it. Board reaction was mixed.
66

67 **Mr. Cross:**

68 WWPD and WPOD need to be strengthened. Staff could review other towns. Changes to improve the
69 current zoning could be made and put to voters. Board reaction was favorable, and agreement made for
70 Derek and Jake to research.
71

72 **Mr. Rounds:**

73 1. Developments that are proposed which do not meet zoning should be put to town warrant not the
74 ZBA. The line between town board decisions and town warrant decisions needs to be made clearer.
75 Agreement that this should be taken up with the town legal counsel.
76

77 2. Town forests that remain should be protected. Clear cutting of lots is causing erosion and issues.
78 Jennean to work with Matt on this.
79

80 **Ms. Mason:**

81 Work with Matt on trees/clear cutting.
82

83 **Mr. Zurowski:**

84 Septic system proximity to drinking water. Board of health is granting waivers, and this is beyond
85 planning board control.
86



87 **Ms. McCarthy:**

88 No specific changes to ordinances. Feel to many variances are being granted.

89

90 **Vice Chair Monson:**

91 WWPD and WPOD improvements. Several in mind that need to be developed. Will work on ideas he has
92 with Jake.

93

94 **Chair Earley:**

95 Improvement to process: Third party independent review or audits of town engineer work on certain
96 applications. Not a zoning change.

97

98 **New Business**

99 Ms. Mason stated that during CIP some people don't know about the new master plan. Announcement
100 needed or a press release. Mr. Zurowski to talk to town staff about this.

101

102 **At 8:38 PM, Mr. Monson made a motion to adjourn the meeting. Seconded by Mr. Hohenberger. The**
103 **motion passed with the following roll-call vote:**

104 **Chair Earley, aye**

105 **Vice Chair Monson, aye**

106 **Ms. McCarthy, aye**

107 **Mr. Rounds, aye**

108 **Mr. Cross, aye**

109 **Mr. Hohenberger, aye**

110 **Ms. Mason, aye**