

PLANNING BOARD MEETING MINUTES  
VIA ZOOM

December 27, 2021

Present: Russ Williston, Chair, Carol Jackson, Roy Mirabito, Tom Christopher, and Peter Christoph

Staff Present: Debra Dennis, Community Planning and Development

List of Documents:

- Planning Board Agenda for December 27, 2021
- Zoning Change Article for Special Town Meeting, received from Select Board on 11/16/2021 and concept plan
- Draft Memo concerning Zoning Change Article for Special Town Meeting to the Select Board
- Correspondence from Tom Corbett, Zero Point concerning amendment to the solar bylaw.
- Minutes – October 25, 2021, Executive Session

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The Chair called the meeting to order at 7:00PM.

**Attendance Roll Call: Carol Jackson here, Tom Christopher here, Peter Christoph here, Roy Mirabito here, and Russ Williston here.**

**Public Meeting**

**Review Violations and Active Orders:**

**201 Hilltop Road**-Chair Williston said we have received a stormwater application for 201 Hilltop. It will be on the agenda for the second meeting in January.

**2038 Lunenburg Road**-Tom Christopher said it is with the Conservation Commission. He said he received several complaints this week of cyanobacteria bloom which residents' thought was because of additional hydro seeding. He said this is something to keep our eyes on.

**Old Union Turnpike, Assessors Map 3 Parcel 4 (Cease & Desist delivered, town counsel engaged)**-Chair Williston said he spoke to town Counsel to see if anything has proceeded. He said that Town Counsel said an executive session will probably be scheduled to go over a couple of details.

**Review Updated Concept Plan for Select Board Special Town Meeting Rezoning Article**- Tom Christopher recused himself. Chair Williston said we received a concept plan and the Board asked for some item to be updated. Some updated plans were submitted but did not include the architectural elevations. He said he asked for more detail on economic impact and anticipated uses for the structures.

Carol Jackson said this concept plan shows them going into the buffers.

Kathy Hughes stated her concerns with the traffic study since the information included was from a specific tenant.

Chairman Williston said we probably got as much detail as we are going to get.

Tom Christopher returned to the meeting.

**Discuss Homeowners Trust Required at Hawthorne Hills Subdivision, off Hilltop Road and George Hill Road:** update from the chair with info, if any, available at meeting time. (Continued from 10/25, 11/8, 11/22 and 12/13.)-Chair Williston said he does not have any update on this. Carol Jackson said since this was a condition, shouldn't we start enforcing and send them an enforcement letter. Chair Williston said this will be discussed with the new Planner.

**Town Planner-**Chair Williston said he prepared a memo that he will hand to the new planner listing the projects the Planning Board have ongoing and a schedule of meetings. Chair Williston went over the memo. **Peter Christoph made a motion to approve the memo to the new Planner. Carol Jackson seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, and Peter Christoph yes and Russ Williston yes.**

**Review Chair's report on the Magistrate Hearing in Clinton District Court on 1/20/2021 @ 9:00AM for Lancaster Planning Board vs. Daniel Loring regarding an appeal of Stormwater Bylaw fines**

Chair Williston said on December 20, 2021, he went to the Clinton District Court, and the Board wasn't successful. He said in general he thinks the Board's approach came across as reasonable to the magistrate. Chair Williston proposed that next time we start off by delivering a copy of the exact bylaw in this case the Storm Water bylaw and the application to the developer. He said deep documentation of everything is needed.

**Discuss and submit comments from the Planning Board to be included with 40R District Application for Determination Preliminary Eligibility-**Chair Williston said this has not been advertised yet and the Board can wait until the next meeting before we need to submit any comments.

**Update from the Chair regarding "Ad Hoc North Lancaster MOU Committee"**-Chair Williston said the Committee met a week ago, last Friday and discussed a number of things. One of the things was to look through the uses and make some suggestions on how we might restrict uses. He asked the other members if they have any notes to forward to him and he will pass them on to the Committee.

**Correspondence-**Chair Williston discussed correspondence he received from Tom Corbett concerning a proposed amendment to the solar bylaw. Chair Williston said after discussion with Mr. Corbett he said they were satisfied to wait until the annual town meeting in May. Chair Williston said he will ask them to come in sometime in January to discuss this with the Board.

**Vouchers-**None currently.

**Review and Approve Minutes**

**Minutes for Planning Board Meeting on October 25<sup>th</sup>, 2021 @ 6PM (Executive Session)-**Carol Jackson made a motion to approve but not release the executive session minutes of October 25, 2021. Roy

**Mirabito seconded the motion. No Discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, Peter Christoph yes and Russ Williston yes.**

**Minutes for Planning Board Meeting on December 13, 2021 @ 7PM**-These were tabled.

**Quarterly review of approved executive session minutes that have not been released.**

**Minutes for Planning Board Meeting on July 1<sup>st</sup>, 2021 @ 6PM Executive Session**

Chair Williston said these minutes were previously approved but not released. These were to discuss strategy regarding litigation that is still pending. He said he is looking for a motion to state since the original executive session purpose still applies to not release. **Roy Mirabito made a motion to not release the executive meeting minutes of July 1, 2021, at this time since the purpose for having it still applies. Carol Jackson seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, Peter Christoph yes and Russ Williston yes.**

Roy Mirabito expressed his thanks to Russ Williston for leading the Planning Board during 2021. He said Russ set an example of representing the residents of Lancaster within the guiding bylaws of the town.

**Adjourn**

**Roy Mirabito made a motion to adjourn, and Tom Christopher seconded the motion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, Peter Christoph yes and Russ Williston yes.**

The meeting was adjourned at 8:03 pm.

Respectfully submitted

Debra Dennis