

Planning Board
Minutes
December 27, 2007

The Planning Board meeting convened at 6:34 PM with the following members present: John MacMillan, Chairman; Joseph Kalagher; Bruce Whitney, Tom Ruble and Town Planner Eric Smith. Robert MacLeod was absent.

Agenda read by Chairman MacMillan.

Minutes of the November 29, 2007 Planning Board Meeting were approved, with minor changes, on motion by Ruble with a second by Kalagher. Motion carried 4 to 0.

Minutes of the December 13, 2007 Planning Board Meeting were approved, with minor changes, on motion by Ruble with a second by Kalagher. Motion carried 4 to 0.

Chairman Comments:

- Chairman MacMillan stated meeting minutes are to be sent to Webmaster for posting.
- Reviewed draft of “Rules and Regulations for Accessory Dwelling Unit Special Permits” and Accessory Dwelling Unit Application. Made some minor changes to Draft document.
- Reviewed fee schedule. Section 3.3 – Modification to Approved Plan – Discussed splitting major and minor with fee for major at \$250 and minor \$50. Accessory Dwelling unit fee at \$50. Discussed project review fees and \$1,000 Site Plan Review fee. A motion by Whitney, 2nd by Ruble to amend Section 3.3 d to reflect changes to fees. Voted 4 to 0 in favor.
- Discussed meeting dates. February 2008 will be the 7th and the 28th. June will be the 5th and the 26th.

Town Planner Comments

- Reviewed application for Commonwealth Capital for FY 2008.
- Reviewed balance of Town Planner Report. (On file in PB office)
- Distributed 2007 Smart Growth Toolkit disc.
- Distributed “Ashburnham Industrial Land Use Suitability Analysis and Assessment” for review at next meeting.
- Reviewed miscellaneous correspondence.
- Discussed Town Planner to do list
- Discussed the Wood Pellet Heating System Application. Could be something to look at for VMS building.
- Eric working with MRPC on GIS maps.

7:00 PM – Open Discussion

- No one present for open discussion.

Correspondence

- Reviewed various notices.
- Richard Wright memo to Eric concerning fence he would like to install in front of hardware store. PB members feel Historical Commission should have input and that Richard Wright needs to submit a modification request to PB.
- GFA Federal Credit Union Site Plan Review (SPR 2007-08) – Minor modification to Condition 11. Parking spaces for employees of 35 and 41 Main Street. Motion by Ruble, 2nd by Kalagher to accept minor modification was voted 4 to 0 in favor.

Joe Kalagher gave PB members an update on Lakeview Estates cistern. Reviewed with Fire Department and made some changes.

Next PB meeting scheduled for January 10, 2008.

Meeting was adjourned at 8:50PM.

Respectively submitted,

Bruce Whitney - Clerk