



## GRANBY PLANNING BOARD

10 West State Street

Granby, MA 01033

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Website: [www.granby-ma.gov](http://www.granby-ma.gov)

Members: Robert Sheehan, Jr., Vice Chair  
Lillian Camus, Secretary, PVPC Rep  
Jason Smigiel, Member

Others: Ken Comia, Pioneer Valley Planning Commission

Absent: Jim Trompke, Chair  
Rob Chauvin, Treasurer

Meeting: Monday, August 10, 2020

Location: Via Go-To-Meeting and at 1 Library Lane, Old Carnegie Building, Granby, MA

### Minutes

**CALL TO ORDER:** Robert Sheehan, Jr. called the meeting to order at 5 p.m.

### Administrative Items

Robert Sheehan, Jr. noted that, unfortunately, we have a very limited Board this evening. We have two members who were not able to meet tonight's meeting. Everything we planned on doing this evening will be very abbreviated. Some items we will not be able to get to simply because who we have here.

#### *Approval of July 28, 2020 Minutes*

Robert Sheehan, Jr. asked if there were any changes to the July 28, 2020 minutes. Lillian Camus noted that in the Approve Minutes section, the first title "Approval of 13, 2020 Minutes" is missing the word "July."

Motion was made by Lillian Camus and seconded by Jason Smigiel to approve the July 28, 2020 minutes as amended. Motion carried 3 in favor, 0 opposed, 0 abstained

#### Approve Bills

No bills to approve.

#### Billing

Lillian Camus requested the billing be postponed to the next meeting until we have a full board. The Board agreed.

#### Alan Kotowicz – Phase II, K-Pines Estate Extension Letter

Robert Sheehan, Jr. explained he would need to recuse himself from the discussion. That would leave only two Board members which is not enough for a quorum. As a result, the discussion was postponed until the next meeting.

#### **New Business**

##### ANR – Easton Street

Robert Sheehan, Jr. explained he did not understand what the Board is being asked to review and approved.

Lillian Camus will ask Cathy Leonard to contact Mr. Fugler to invite him to the next meeting to answer any questions from the Board.

Motion made by Robert Sheehan, Jr. and seconded by Lillian Camus to postpone the ANR on Easton Street until the next meeting with further clarification as to what the charges are, if there are changes. The paperwork sent to us does not seem to define anything. Motion carried 3 in favor, 0 opposed, 0 abstained

##### DLTA Grant Scope Clarification

After discussion, the Board decided to postpone discussion until the next meeting.

Motion made by Robert Sheehan, Jr. and seconded by Jason Smigiel to postpone discussion on the DLTA Grant Scope Clarification so Ken Comia can reach out the Chair of the Board as well as the Economic Development Committee so they can explain the roles everyone will play. Motion carried 3 in favor, 0 opposed, 0 abstained

##### Discussion – Kellogg Hall Application

After discussion, the Board decided to postpone discussion until the next meeting.

Motion made by Robert Sheehan, Jr. and seconded by Jason Smigiel to postpone to the discussion of the Kellogg Hall application to next meeting as we do not have a full Board. Motion carried 3 in favor, 0 opposed, 0 abstained

##### ANR – Carver Street

Robert Sheehan, Jr. recused himself from the discussion. Lillian Camus and Jason Smigiel agreed to postpone discussion until the next meeting with a full Board.

#### **Old Business and Information**

None.

#### **Any Other Business**

##### Continue Discussion on Bylaw Amendments and Zoning

After discussion, the Board decided to postpone discussion until the next meeting.

Motion made by Robert Sheehan, Jr. and seconded by Lillian Camus to postpone to the discussion of Bylaw and Zoning Amendments to next meeting as we do not have a full Board. Motion carried 3 in favor, 0 opposed, 0 abstained

### 115 North Street Proposed Business Plan

After discussion, the Board decided to postpone discussion until the next meeting.

Motion made by Lillian Camus and seconded by Jason Smigiel to postpone discussion on the 115 North Street Proposed Business Plan to the next meeting with a full Board. Motion carried 3 in favor, 0 opposed, 0 abstained

### Agenda Items for Monday, August 24, 2020 Meeting –meeting starts at 5 p.m.

- Administrative
- Review Billing
- ANR – Easton Street
- ANR – Carver Street
- DLTA Grant Scope Clarification
- Kellogg Hall Discussion
- 115 North Street Proposed Business Plan
- Continue Discussion on Potential Zoning and Bylaw Changes

### **Review of Action Items**

The Board postponed review of the open action items to the next meeting.

### *Open/New Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Ask Cathy Leonard to contact Leo Fugler to attend our next meeting online to answer Board questions	Lillian Camus	August 24, 2020
Draft an extension letter to Mr. Kotowicz	Ken Comia	August 10, 2020
Research current Town Bylaws to see if the 115 North Street Business Plans are allowed	Ken Comia	August 10, 2020
How can we hold a public hearing	Jim Trompke	August 10, 2020
Sign the PVPC contract for FY21	Jim Trompke	July 14, 2020
Sign ANR for Carpenter	Lillian Camus, Robert Sheehan, Jr. and Rob Chauvin	July 17, 2020
Check on availability of Senior Center for a July 22 or 23 meeting	Lillian Camus	July 14, 2020
<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Phase II K-Pines Estate – Check with Town Counsel regarding signing an extension	Jim Trompke	July 28, 2020
Check if Trout Lily Lane was accepted by the Town	Jim Trompke	July 28, 2020
Resend Sample Town Bylaws RE venues to Board that Ken Comia sent	Lillian Camus	July 13, 2020
Obtain final billing numbers for Borrego Solar	Lillian Camus	July 28, 2020
Research original billing for Granby Solar LLC for square footage.	Lillian Camus	July 28, 2020
Create draft invoices for Granby DG Series, LLC building and signs	Lillian Camus	July 28, 2020

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Send the Board information on Westover Metropolitan Development Corporation	Ken Comia	June 23, 2020
Check with Chris Martin RE the Proposed scope of the DLTA grant Ken Comia sent	Lillian Camus	July 28, 2020
Create a spreadsheet for PVPC charges	Lillian Camus	Ongoing
Keep track of items to submit for town annual report	Lillian Camus	Ongoing

### **Next Meeting**

The date of the next Planning Board meeting will be Monday, August 24, 2020 at 5 p.m.

### **Adjournment**

Motion was made by Lillian Camus and seconded by Jason Smigiel to adjourn at 5:23 p.m. Motion carried 3 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the August 10, 2020 Planning Board meeting.

Respectfully submitted,

Lillian Camus. Secretary

Documents Reviewed at this Meeting:

- Minutes from the July 28, 2020 Planning Board Meeting