



GRANBY PLANNING BOARD

10 West State Street

Granby, MA 01033

Telephone: (413) 467-7177 Fax: (413) 467-2080

Website: www.granby-ma.gov

Members: Glen Sexton, Chair
Jim Trompke, Vice Chair
Rob Chauvin, Treasurer
Lillian Camus, Secretary, PVPC Rep
Robert Sheehan, Jr., Member

Others: Jim Healy

Absent:

Meeting: Monday, January 27, 2020

Location: 1 Library Lane, Old Carnegie Building, Granby, MA

Minutes

CALL TO ORDER: Glen Sexton called the meeting to order at 5 p.m.

Administrative Items

Approve Bills

No bills to approve.

Approve Minutes

Approval of December 9, 2019 Minutes

Glen Sexton asked if there were any changes to the December 9, 2019 minutes. Robert Sheehan, Jr. noted on page three, the second bullet the phrase incandescent sign should read incandescent light.

Motion was made by Robert Sheehan, Jr. and seconded by Lillian Camus to approve the December 9, 2019 minutes as written and revised. Motion carried 3 in favor, 0 opposed, 1 abstained (Rob Chauvin)

Approval of January 13, 2020 Minutes

Glen Sexton asked if there were any changes to the January 13, 2020 minutes. Hearing none

Motion was made by Rob Chauvin and seconded by Lillian Camus to approve the January 13, 2020 minutes. Motion carried 3 in favor, 0 opposed, 2 abstained (Jim Trompke and Robert Sheehan, Jr.)

New Business

ANR – Carver

Robert Sheehan, Jr. recused himself and left the room.

Thaddeus Sawicki reviewed plans to subdivide a parcel of land into two lots. The land is located on the Southerly side of Carver Street, being shown as parcels 2 and 2.2 on Assessor's Map 17. The deed of the property is recorded in Hampshire Country Registry of Deeds Book 2601 Page 334.

Check #3281 received from Thaddeus Sawicki drawn on the Bank of America in the amount of \$250.00.

5:22 p.m. Motion made by Jim Trompke and seconded by Robert Sheehan, Jr. to close the regular meeting and reconvene after we continue the public hearing. Motion carried 5 in favor, 0 opposed, 0 abstained

5:15 p.m. – Public Hearing – Veterans Memorial Park

Lillian Camus recused herself as she is an abutter. Rob Chauvin recused himself as he is on the Veterans Memorial Park Committee.

Glen Sexton read an e-mail from Jason Richard asking for a postponement to an available date towards the end of March 2020.

After discussion,

Motion made by Robert Sheehan, Jr. and seconded by Jim Trompke to postpone the Public Hearing to March 23, 2020 at 5:15 p.m. Bob motion, Jim second. Motion carried 3 in favor, 0 opposed, 2 abstained (Lillian Camus and Rob Chauvin)

Old Business and Information

ANR – Porter

Robert Sheehan, Jr. recused himself and left the room.

Ed Chapdelaine reviewed plans to subdivide a parcel of land into two lots. The new lot is an Estate Lot. The land is located at 121 West State Street, Parcel ID 3B 8-2. The deed of the property is recorded in the Hampshire County Registry of Deeds in Book 10174 Page 180.

Check #2655 received from William Porter drawn on the Peoples Bank in the amount of \$250.00.

Approve and Sign Dollar General Sign Special Permit

The Board reviewed the draft Special Permit for the Dollar General signs.

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to approve and sign the Dollar General Sign Special Permit. Motion carried 4 in favor, 0 opposed, 1 abstained (Rob Chauvin)

5:42 p.m. – Glen Sexton left the meeting.

5:43 p.m. – Motion by Jim Trompke and seconded by Robert Sheehan Jr. for a five minutes recess. Motion carried 4 in favor, 0 opposed, 0 abstained.

5:46 p.m. – Motion by Jim Trompke and seconded by Robert Sheehan, Jr. to reconvene the meeting. Motion carried 4 in favor, 0 opposed, 0 abstained.

New Business (continued)

Dollar General

Jim Healey, 174 West State Street, explained to the Board since Dollar General created a detention basin on the side of the property next to his house, the basin has overflowed into his back yard. Mr. Healey noted he now has water in his basement. Mr. Healey added the other detention basins in front of the Dollar General building have fences around them. The basin near Mr. Healey's house does not have any fencing and he is concerned about his grandchildren going near the basin. Mr. Healey also noted he thought the fence installed would be next to his property line and not up near the Dollar General building.

Jim Trompke recommended the Planning Board send a letter to Gregg Briggs to follow up on the issues Mr. Healey has described and hold the Certificate of Occupancy until this is rectified.

The wording of the letter will read: The Planning Board recommends no Certificate of Occupancy be issued for the Dollar General store until the abutters concerns regarding water runoff ,water issue in their basement, standing water between the two property lines and proper fencing have been satisfied.

Lillian Camus will create the letter and send to Cathy Leonard for printing. Jim Trompke will stop by the Town Hall to sign the letter.

Billing

Lillian Camus reviewed proposed billing for projects reviewed/approved in 2019.

Jim Trompke suggested the Board not bill for any projects that have not been completed. The remaining Board members agreed. As a result, only the Borrego Solar Special Permit and Site Plan Approval and the Raymond Boisjolie Oversized Barn Sign Plan Approval will be billed.

The remaining will be billed when the projects are complete. They are:

- Granby Solar, LLC (Dickinson Farms) Modification – Amendment to Site Plan Approval
- CPV Red Rock Solar – Special Permit and Site Plan Approval
- Granby DG Series, LLC (Dollar General building) – Site Plan Approval
- Granby DG Series, LLC (Dollar General signs) – Special Permit

Lillian Camus will get final billing numbers from Cathy Leonard for the two projects to be billed. Once those numbers are finalized, Ms. Camus will review the billing with the Board for approval.

Correspondence

Job Description for Town Planner/Conservation Agent

The Board discussed the draft job description for a Town Planner/Conservation Agent. A response is requested in writing to Chris Martin with or without suggestions by February 14, 2020.

Robert Sheehan, Jr. suggested adding to the job description that the Planner takes minutes of the Planning Board meetings.

Lillian Camus suggested the following changes/additions with the changes/additions underlined:

- Under Essential/Duties – Planner
 - “Attend meetings of the Planning Board and Zoning Board of Appeals, as needed. Provide general administrative, technical, and advisory assistance to each Board.”
 - Add “all” before meetings, and remove “as needed”
 - “Perform similar or related work as required or as th situation dictates.”
 - Add “e” to the word “the” before the word “situation”
- Under Professional Certification
 - Add the designation of AICP

Lillian Camus will create a response and send to Cathy Leonard/Chris Martin.

PVPC – DLTA Application

Lillian Camus explained the Selectboard’s decision to respond for the Town. Ms. Camus had previously e-mailed the application and information to the Board for their information.

Planning Board Representative for Rt. 202 Study

The Selectboard, at their January 7, 2020 meeting, requested a name of a representative from the Planning Board to take part in a Rt. 202 Study.

After discussion,

Motion by Robert Sheehan, Jr. and seconded by Rob Chauvin to nominate Jim Trompke as the Planning Board representative for the Rt. 202 Study. Motion carried 4 in favor, 0 opposed, 0 abstained.

Lillian Camus will create a response and send to Cathy Leonard/Chris Martin.

Annual Town Report for 2019 Submission

The Board reviewed a proposed Annual Town Report for 2019 created by Lillian Camus. The Annual Town Report must be submitted to the Selectboard’s office by February 21, 2020. No changes were suggested by the Board.

Motion by Robert Sheehan, Jr. and seconded by Rob Chauvin to approve the Planning Board’s 2019 Annual Town Report submission. Motion carried 4 in favor, 0 opposed, 0 abstained.

Lillian Camus will submit the report to Cathy Leonard

Old Business and Information

Response to Selectboard's July 15, 2019 Letter

The Board discussed the Selectboard's July 15, 2019 letter asking for the Planning Board's proposed action on the recommendations from the Granby Economic Development and Growth Committee.

The recommendations were:

1. To consider extending Industrial #1 Park zoning
2. To update the Granby Master Plan as required

After discussion, the Board decided to send the following response to the Selectboard: The proposed Planning Board actions to the recommendations from the Economic Development Committee are the Board will include investigating the extension of Industrial #1 Park zoning to the South Hadley line along New Ludlow Road starting at its next meeting. The Board will wait for the DLTA application approval for the Master Plan before proceeding.

Motion made by Lillian Camus and seconded by Robert Sheehan, Jr. to send a response to the Selectboard as noted above. Motion carried 4 in favor, 0 opposed, 0 abstained.

Lillian Camus will create the letter and send to Cathy Leonard for printing. Jim Trompke will stop by the Town Hall to sign the letter.

Any Other Business

Agenda Items for February 10, 2020 Meeting –meeting starts at 5 p.m.

- Administrative
- Review Billing
- Anything that comes up

Review of Action Items

The Board reviewed the open action items. Following are the new open action items.

Open/New Action Items

Item	Responsible Party	Due Date
Create a letter to Greg Briggs regarding Dollar General retention basins and fencing. Jim Trompke to sign.	Lillian Camus/ Jim Trompke	January 28, 2020
Obtain final billing numbers for Borrego Solar and Raymond Boisjolie Oversized Barn	Lillian Camus	February 10, 2020
Send Planner/Conservation Agent Job Description Comments to Cathy Leonard/Chris Martin	Lillian Camus	January 28, 2020
Send name of Planning Board representative for Rt. 202 Study to Cathy Leonard/Chris Martin	Lillian Camus	January 28, 2020
Submit Planning Board 2019 Annual Report submission to Cathy Leonard	Lillian Camus	January 28, 2020

Item	Responsible Party	Due Date
Create response to Selectboard's July 15, 2019 letter. Jim Trompke to sign.	Lillian Camus/ Jim Trompke	January 28, 2020
Contact GZA RE Sending in letter and credentials for Planning Board to consider for Approved Peer Reviewer List	Ken Comia	September 23, 2019
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 next Planning Board meeting will be Monday, February 10, 2020 at 5 p.m. in the upper level of the Carnegie Building.

Adjournment

Motion was made by Robert Sheehan, Jr. and seconded by Rob Chauvin to adjourn at 6:37 p.m. Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the January 27, 2020 Planning Board meeting.

Respectfully submitted,

Lillian Camus. Secretary

Documents Reviewed at this Meeting:

- Minutes of the December 9, 2019 Planning Board Meeting
- Minutes of the January 13, 2020 Planning Board Meeting
- ANR Carver Street
- ANR West State Street
- Veteran's Memorial Park - E-mail from Jason Richard asking for a postponement to an available date towards the end of March 2020
- Dollar General Signs Special Permit
- Proposed Billing
- Job Description for Town Planner/Conservation Agent
- Planning Board 2019 Annual Town Report Submission
- Selectboard July 15, 2019 Letter to Planning Board