



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
Robert Sheehan, Jr., Treasurer
Lillian Camus, Secretary, PVPC Rep

Others: Susan Westa, PVPC
Dean Smith, Borrego Solar
Matthew Sicard
Paul Mason
Theresa Mason

Absent:

Meeting: Monday, September 10, 2018

Location: One Library Lane, Upper Level, Granby, MA

Minutes

CALL TO ORDER: Glen Sexton called the meeting to order at 5:36 p.m.

Administrative Items

Recording Secretary Update

Lillian Camus gave the Board an update on the search for a Recording Secretary. The potential job applicant failed to respond to e-mails and voice mails left asking her to attend tonight's meeting to meet the Board. As a result, the search will begin again.

Approve Bills

Glen Sexton reviewed invoice #9413797 from Quill.com in the amount of \$5.01 for a self-inking replacement pad, and invoice #9538699 from Quill.com in the amount of \$21.86 for a self-inking stamp.

Motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to approve invoices #9413797 and #9538699 from Quill.com in the amounts of \$5.01 and \$21.86, respectively. Motion carried 4 in favor, 0 opposed, 0 abstained.

Approve Minutes

Approval of August 29, 2018 Minutes

Glen Sexton asked if there were any changes to the August 29, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to approve the August 29, 2018 minutes. Motion carried 4 in favor, 0 opposed, 0 abstained.

Correspondence

Response to Memo to Selectboard for Joint Meeting

Glen Sexton reported the joint meeting with the Selectboard to consider any and all residents interested in filling the vacancy for the open Planning Board seat will be Monday, September 17 at 5:05 p.m. in the Fire Department's conference room at the Public Safety Complex.

Granby Solar, LLC – Dickinson Farm

The Board reviewed a request from Mike Scott of WDA Design Group regarding changes Nexamp is considering to the approved Granby Solar, LLC Site Plan.

The Board decided to request Cathy Leonard contact Mike Scott asking him to appear at the September 24, 2018 Planning Board meeting to discuss the changes to see if a public hearing would need to be scheduled.

Bylaw Changes

Lillian Camus discussed the next steps to be taken regarding the bylaws the Board had finalized earlier this year. The Board agreed that Lillian would send the updated bylaws to the Town Attorney for his review prior to scheduling a public hearing.

Dumpster Next to Pizza Palace

Lillian Camus noted the dumpster at the Pizza Palace with the advertising on the side was moved back to the front of the property. As this is a violation of the bylaws, Lillian asked if the Board should send a letter to the Building Inspector or just notify him verbally.

After some discussion the Board decided the Building Inspector should be notified verbally. Lillian Camus will talk with the Building Inspector about the dumpster.

New Business

Release of Performance Bond for CVS

Board discussed releasing the Performance Bond for CVS.

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to send a letter to Chris Martin and Kathy Kelly-Regan to release the Performance Bond for CVS. Motion carried 4 in favor, 0 opposed, 0 abstained.

ANR East Side of South Street

The Board reviewed an ANR application from Jacquelyn Grewe, Personal Representative, which was presented by Matthew Sicard. Mr. Sicard explained the property located on the easterly side of South Street, being known as 65 South Street, Map 4, Parcel 19, deed of property recorded in Hampshire County Registry of Deeds as book 1012 Page 273 will be divided from one lot into two.

Previously, an ANR was approved by the Board to divide the one lot into three lots. Mr. Sicard explained the buyer they had for the smaller lot backed out and they now have a new buyer who would like to purchase a larger lot. Instead of dividing the one lot into three lots, they are now dividing it into two lots.

After some discussion the Board approved the ANR as presented.

Check #307 received from Matthew J. Sicard drawn on the Greenfield Savings Bank in the amount of \$250.00.

Discussion – 4 Porter Street – Mr. Mason

Paul Mason explained he and his wife would like to sell antiques out of a large barn located on their property. Mr. Mason asked the Board for direction as to what paperwork was needed for approval.

The Board explained the Special Permit process and asked that they complete the forms, which are found online, follow the directions as to what to submit with the forms, and submit them with Cathy Leonard who will schedule them for a Planning Board meeting to review the material.

6:17 p.m. A motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to close the regular Board meeting until after the public hearing. Motion carried 4 in favor, 0 opposed, 0 abstained.

6:17 p.m. – *Continued Public Hearing To consider the application of Borrego Solar Systems, Inc., 55 Technology Drive, Suite 102, Lowell, MA 01851 for a Special Permit and Site Plan Approval as required under the following sections of the Granby Zoning Bylaw:*

- *Section 3.0 – Table 1. Schedule of Use Regulations*
- *Section 5.99 – Large Scale Ground Mounted Solar Photovoltaic Installations*
- *Section 6.2 – Special Permits*
- *Section 6.3 - Site Plan Approval*

The applicants propose to install a 6.2 MW (DC) Ground Mounted Solar Photovoltaic Facility on an approximately 30-acre portion of parcel of land located at 0 Kendall Street (Assessor's Parcel ID: 8-B-5) owned by Breezy Acres LLC. of 25 Pleasant Street, Granby MA which is located within the Residential Single Family (RS) Zoning District.

Dean Smith, Civil Engineer reported they had selected Tighe and Bond as a peer reviewer for engineering review and oversight for their project.

The next step will be for Susan Westa to coordinate with Tighe and Bond. Ms. Westa will reach out to Tighe and Bond to start the process.

Jim Trompke explained Susan Westa will be acting on behalf of the Planning Board to negotiate a contract with Tighe and Bond. Once the contract is signed by the Planning Board Chair, Ms. Westa will ensure Tighe and Bond has the latest set of drawings and specs as well as any other information they may need for their review. Any questions Tighe and Bond will have must go through Ms. Westa who will contact Dean Smith for answers.

Questions/Comments from the Public:

- None

Questions/Comments from the Board:

- None

After discussion, the Planning Board decided to continue the public hearing to Monday, September 24, 2018 at 6:15 p.m.

Motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to continue the public hearing to September 24, 2018 at 6:15 p.m. at the Carnegie Library. Motion carried 4 in favor, 0 opposed, 0 abstained.

6:37 p.m. A motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to reconvene the Planning Board's regular meeting. Motion carried 4 in favor, 0 opposed, 0 abstained.

Old Business and Information

Other

Discussion of business estate lots

Duplexes

Sewer/Water Infrastructure

Westover Metropolitan District Commission (WMDC)

Any Other Business

Agenda Items for Next Meeting (NOTE: New Start time for all Planning Board meetings is 5:30 p.m.)

Items for next meeting:

- Administrative
- Continued Public Hearing for the Kendall Street Solar Project
- Anything that comes up before the next meeting

Review of Action Items

The Board reviewed the action items.

Open/New Action Items (continued)

Item	Responsible Party	Due Date
Meet with High School Principal re possible Recording Secretary candidates – UPDATE: Glen will try to contact the High School Principal if the current applicant is not interested in the job.	Glen Sexton	September 24, 2018
Ask Cathy Leonard to order a new stamp for the mylars with black ink. UPDATE: As of 8/13/18 the stamp has not arrived.	Lillian Camus	Completed
Purchase name plates and gavel for Planning Board meetings. Gavel received. Glen to pick up name plates from Staples	Glen Sexton	In Process
Review sample bylaws for Common Driveways, Flag Lots/Estate Lots and Driveway Standards	Planning Board	Ongoing
Create a spreadsheet for PVPC charges	Lillian Camus	Ongoing
Keep track of items to submit for town annual report	Lillian Camus	Ongoing

Completed Action Items

Item	Responsible Party	Due Date
Give signed PVPC Rep letter to Cathy Leonard to mail	Lillian Camus	Completed
Give signed Kendall Street Solar Escrow letter to Cathy Leonard to mail	Lillian Camus	Completed
Give initialed Kendall Street Solar Escrow set up letter to Steve Nally	Lillian Camus	Completed
Update Approved “Peer Reviewer” List and send to Cathy Leonard for posting on Town’s website	Lillian Camus	Completed
Incorporate changes discussed in the Planning Board’s update of the OSRP	Lillian Camus	Completed
Contact applicant for Recording Secretary position to either clarify time of job or invite to a PB meeting for an interview	Lillian Camus	Completed
Jennifer Curran is not interested in the vacant seat at this time. Glen will invite Rob Chauvin to the next Planning Board meeting to meet the Board as a potential candidate.	Glen Sexton	Completed

Next Meeting

The next Planning Board meeting will be a joint meeting with the Selectboard to be held on Monday, September 17, 2018 at 5:05 p.m. in the Fire Department's Conference Room.

The next regular Planning Board meeting will be Monday, September 24, 2018 at 5:30 p.m. in the upper level of the Carnegie Building.

Adjournment

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to adjourn at 6:34 p.m. Motion carried 4 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the September 10, 2018 Planning Board meeting.

Respectfully submitted,

Lillian Camus
Secretary