



## GRANBY PLANNING BOARD

10 West State Street

Granby, MA 01033

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

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

Members: Glen Sexton, Chair  
Rob Chauvin, Treasurer  
Lillian Camus, Secretary, PVPC Rep

Others:

Absent: Jim Trompke, Vice Chair  
Robert Sheehan, Jr., Member

Meeting: Monday, January 13, 2020

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

### Minutes

**CALL TO ORDER:** Glen Sexton called the meeting to order at 5:03 p.m.

### Administrative Items

#### Approve Bills

No bills to approve.

#### Approve Minutes

##### *Approval of November 4, 2019 Minutes*

Glen Sexton asked if there were any changes to the November 4, 2019 minutes. Hearing none

Motion was made by Rob Chauvin and seconded by Lillian Camus to approve the November 4, 2019 minutes. Motion carried 3 in favor, 0 opposed, 0 abstained

Approval of December 9, 2019 Minutes was postponed to the next meeting.

#### Billing

The Board postponed review of Lillian Camus' document of proposed billing for projects completed by the Planning Board in 2019 until the next meeting.

### Correspondence

#### *Job Description for Town Planner/Conservation Agent*

Glen Sexton noted the Board received a copy of 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.

Glen Sexton postponed review of the job description to the next meeting.

#### *PVPC – DLTA Application*

Glen Sexton explained the Selectboard's decision to respond for the Town. Lillian Camus will e-mail the application and information to the Board for their information.

#### *Planning Board Representative for Rt. 202 Study*

Glen Sexton explained at the January 7 Selectboard meeting, the Selectboard requested a name of a representative from the Planning Board to take part in a Rt. 202 Study.

A response from the Planning Board was requested as soon as possible, along with dates and times they are available.

Glen Sexton to get further information from Chris Martin as to the deadline.

#### *Annual Town Report for 2019 Submission*

Glen Sexton read a memo from Cathy Leonard reminding the Board that the Annual Town Reports for 2019 must be submitted to the Selectboard's office by February 21, 2020.

Lillian Camus noted she had sent the Board a proposed Annual Town Report for 2019 for review prior to submitting.

Glen Sexton postponed review of the report to the next meeting.

#### *Board of Appeals Public Hearing Notice*

Glen Sexton read a notice from the Granby Board of Appeals for a public hearing on Monday, January 27, 2020 at 6:30 p.m. at 10-B West State Street. The public hearing is to consider the petition of the Appellant The Granby Bow & Gun Club, Inc. seeking to appeal a cease and desist order of the Granby Building Inspector concerning violations of Granby Zoning Bylaws.

#### *Selectboard Public Hearing Notice on January 28, 2020*

Glen Sexton read a legal notice notifying the Board of a public hearing to be held Tuesday, January 28, 2020 at 6 p.m. at 10-B West State Street. The public hearing is to discuss amending the General Bylaws of the Town by replacing existing Chapters with New Chapters 1 through 8.

#### *Bluewave Solar Questions*

Glen Sexton read a memo forwarded by Cathy Leonard from Kimberly Kuhn of Bluewave Solar requesting clarification of the definition for lot coverage for solar panels.

The Board would like Cathy to respond to Kimberly Kuhn with the following:

At the current time there is a solar moratorium in place until January 31, 2020. We are currently waiting for the Attorney General to approving the proposed solar bylaw revisions approved by the Town residents at the October 28, 2019 Special Town Meeting.

#### *Special Permit for Veteran's Memorial Park Sign*

Lillian Camus noted the Board had not sent a notice to the Veteran's Memorial Park Committee regarding the extension of the Special Permit for the sign to April 1, 2020.

Glen Sexton signed a letter to Jason Richard, with a copy to Kathy Kelly-Regan, informing him of the extension.

#### **New Business**

##### ANR – Clark

William Clark reviewed plans to subdivide a parcel of land into two lots. The location of the property is on the South side of Batchelor Street, between #190 and #198 Batchelor Street. The deed of property recorded in the Hampshire Country Registry of Deeds as Book 10356 Page 284.

Check #1792 received from William Clark drawn on the Polish National Credit Union in the amount of \$250.00.

Motion made by Rob Chauvin and seconded by Lillian Camus to approved ANR to subdivide a parcel of land into two lots as presented. Motion carried 3 in favor, 0 opposed, 0 abstained

##### ANR – Porter

Ed Chapdelaine reviewed plans to subdivide a parcel of land into two lots. Mr. Chapdelaine did not have the required number of mylars with him. The applicant decided to come back to the Planning Board at its January 27, 2020 meeting with the complete ANR.

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

##### Response to Selectboard's July 15, 2019 Letter

The Board postponed a response to the letter to the next meeting when all members will be present.

##### Approve and Sign Dollar General Sign Special Permit

The Board postponed reviewing and signing the Special Permit until the next meeting.

#### **Any Other Business**

##### Agenda Items for January 27, 2020 Meeting –meeting starts at 5 p.m.

- Administrative
- Veteran's Memorial Park Public Hearing – 5:15 p.m.
- Everything that was postponed from this meeting

## Review of Action Items

The Board reviewed the open action items.

### *Open/New Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Planning Board Rep on Rt. 202 Study – Obtain clarification from Chris Martin regarding a date when the name is to be submitted.	Glen Sexton	January 27, 2020
Forward PVPC DLTA request to Planning Board for their information	Lillian Camus	January 27, 2020
Contact GZA RE Sending in letter and credentials for Planning Board to consider for Approved Peer Reviewer List	Ken Comia	September 23, 2019
Work with Ken Comia to finalize Permitting Guide and post on Town website	Lillian Camus	Ongoing
Have 10 copies of the Permitting Guide printed in color.	Lillian Camus	Ongoing
Obtain pricing for hiring a temp for the Recording Secretary position	Lillian Camus	Ongoing
Create a spreadsheet for PVPC charges	Lillian Camus	Ongoing
Keep track of items to submit for town annual report	Lillian Camus	Ongoing

### *Closed Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Finalize Solar Bylaw changes documents and send to Cathy Leonard	Ken Comia	Completed
Update Granby's Zoning Bylaws with the May 2019 changes approved by the Attorney General	Ken Comia	Completed
Follow up with Town Counsel RE Access to solar projects	Glen Sexton	Completed
Research prime farmland definition	Ken Comia	Completed
Create a response to Granby DG Series, LLC zoning letter for Glen's signature	Lillian Camus	Completed
Create and send an e-mail to Christina Boucher noting what documents are needed before the Planning Board can make a decision	Lillian Camus	Completed
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. Waiting to hear back from principal. No response from high school principal.	Glen Sexton	Completed

**Next Meeting**

The next Planning Board meeting will be Monday, January 27, 2020 at 5 p.m. in the upper level of the Carnegie Building.

**Adjournment**

Motion was made by Rob Chauvin and seconded by Lillian Camus to adjourn at 5:58 p.m.

Motion carried 3 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the January 13, 2020 Planning Board meeting.

Respectfully submitted,

Lillian Camus. Secretary