



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
Jay Joyce, PVPC Representative
- Others: Mark Darnold, Berkshire Design Group
Bruce Carpenter, Granby Fire Department
Andrew Bernstein, Kearsarge Energy
Ed Chapdelaine, DWTC for K-Pine Estates
Alan Kotowicz, K-Pine Estates
Lillian Camus
Larry Smith, PVPC
- Absent: Pam Desjardins, Member
- Meeting: Monday, November 21, 2016
- Location: One Library Lane, Top Floor, Granby, MA

Minutes

CALL TO ORDER: Glen Sexton called the meeting to order at 6 p.m.

Administrative Items

Approve Bills

None.

Approve Minutes

Approval of November 14, 2016 Minutes

Postponed to the next meeting.

Budget

No discussion.

New Business

Hearing

6:11 p.m. Glen Sexton opened the Public Hearing

Cont'd Discussion- to consider the application of the Town of Granby, 10-B West State St., Granby, MA for a Site Plan Approval as required under Section 6.3 of the Granby Zoning Bylaw. The applicants propose to construct an addition and renovations to the Granby Elementary School – East Meadow School including associated parking and site improvements on property located at 393 East State Street (Assessor's Map 9, Parcel B-13) which is located within the Residential and Professional Office Overlay Zoning Districts.

Mark Darnold updated the Board on the plans for the addition and renovations to the Granby Elementary School, requesting Site Plan Approval from the Planning Board.

Mr. Darnold noted the receipt of a response from K-Pine that the well will not have a negative response on their property.

Larry Smith reviewed the three additional conditions the Board placed on the site plan approval.

A motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to close the public hearing. Motion carried 4 in favor, 0 opposed, 0 abstained.

6:20 p.m. - Planning Board closed the public input portion of the hearing and then discussed.

A motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to approve the site plan subject to the findings and conditions. Motion carried 4 in favor, 0 opposed, 0 abstained.

The Board asked Mr. Smith to add approval subject to the Board's receipt of all required filing, processing and review fees to the conditions.

Action Item:

Larry Smith to send Findings and Conditions document to the Board. Glen Sexton to file the Findings and Conditions, along with the signed signature sheet with the Town Clerk.

The Board opened the regular meeting at 6:38 p.m.

Alan Kotowicz

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

Mr. Kotowicz presented the Board with copies of Kathy Kelly-Regan's letter acknowledging Maximilian Drive was accepted as a public street on April 26, 2010.

A motion was made by Jim Trompke and seconded by Jay Joyce to accept and release a Letter of Credit to Kotowitz Custom Homes for Maximilian Drive Project Phase I. Motion carried 3 in favor, 0 opposed, 1 abstained.

Action Item:

Larry Smith will draft a letter for Glen Sexton to sign and send to the Town Clerk notifying her of Board's vote to release the letter of credit.

Also discussed was the extension of the Board's approval of the Phase II Subdivision on Maximilian Drive.

Robert Sheehan, Jr. returned to the meeting at 6:52 p.m.

Kearsarge

Mr. Andrew Bernstein noted the Board received copies of an e-mail from Chris Martin that the Town Attorney is agreeable with the terms of the Letters of Credit.

Larry Smith asked if there a decommission letter between Kearsarge and Westover, who is the land owner. Mr. Bernstein responded there is not a letter of credit but there are restrictions in the rental agreement.

Mr. Berenstein will change the letters of credit to read 120 days

Action Item:

Lillian Camus to create a cover letter to the Town Attorney to review all contents in the Kearsarge Letters of Credit. Glen Sexton to ask for an official letter from the Town Attorney regarding his review of the letters of credit and asking if the Town of Granby has to decommission does prevailing wage apply.

Bylaw Violation Letters

The Board reviewed the various Bylaw violation letters. A few changes were suggested.

Action Item:

Lillian Camus will make the changes to the letters and e-mail them to Glen Sexton to print, sign and deliver to Steve Reno.

Alan Kotowicz (continued)

7:43 p.m. - Robert Sheehan, Jr. recused himself and left the building.

The Board continued the discussion on the extension of the Board's approval of the Phase II Subdivision on Maximilian Drive.

Mr. Kotowicz provided a certified copy of the Board’s decision regarding subdivision approval.

A motion was made by Jim Trompke and seconded by Jay Joyce to grant Batchelor Street Nominee Trust an extension until April 24, 2019 to complete the subdivision as required per the Board’s original decision. Motion carried 3 in favor, 0 opposed, 1 abstained.

Action Item:

Lillian Camus will create a letter stating the Board’s decision and send to Glen Sexton for his signature and filing with the Town Clerk.

Old Business and Information

- Discussion of property line setbacks to signage in the professional business overlay district
- Discussion of business estate lots
- Duplexes
- Sewer/Water Infrastructure
- Master Plan Update
- Westover Metropolitan District Commission (WMDC)

Review of Action Items

Open/New Action Items

Item	Responsible Party	Due Date
Send Granby Elementary School Findings & Conditions letter to Glen Sexton	Larry Smith	11/28/16
Sign and file the Granby Elementary School Findings & Conditions letter with the Town Clerk	Glen Sexton	11/28/16
Send letter Re: Release of Alan Kotowicz Letter of Credit for Phase I to Glen Sexton	Larry Smith	11/28/16
Sign and File Alan Kotowicz Letter of Credit for Phase I with the Town Clerk	Glen Sexton	11/28/16
Create letter to Town Attorney for Glen Sexton to Sign and Send RE: Kearsarge Letters of Credit	Lillian Camus	11/28/16
Make changes to Bylaw violation letters and e-mail to Glen Sexton	Lillian Camus	11/28/16
Print, sign and deliver Bylaw violation letters to Steve Reno	Glen Sexton	11/28/16
Create a letter stating the Board’s decision RE: Alan Kotowicz Phase II Subdivision and send to Glen Sexton	Lillian Camus	11/28/16
Print, sign and file the Board’s decision RE: Alan Kotowicz Phase II Subdivision with the Town Clerk	Glen Sexton	11/28/16
Contact Michael Bolton of WMDC to attend Planning Board Meeting - ongoing	Glen Sexton	11/28/16

Completed Action Items

Next Meeting

The next Planning Board meeting will be Monday, December 12, 2016 at 6 p.m. in the Carnegie Library.

Adjournment

Motion was made to adjourn at ?? p.m. by ?? and seconded by ??. Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the November 28, 2016 Planning Board meeting.

Respectfully submitted,

Lillian Camus
Recording Secretary