



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: Henry Clement, Contractor
Andrew Bernstein, Kearsarge Energy
Lillian Camus
- Absent: Pam Desjardins, Member
- Meeting: Monday, December 12, 2016
- Location: One Library Lane, Top Floor, Granby, MA

Minutes

CALL TO ORDER: Glen Sexton called the meeting to order at 6:05 p.m.

Administrative Items

Approve Bills

Invoice from PVPC for FY-17-01. Postponed to next meeting.

Invoice #1606 in the amount of \$241.65 from Lillian Camus for creation of the November 14, 21 and 28 meetings minutes and the creation of Bylaw violation letters and decision letters.

Motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to approve payment of Invoice #1606 in the amount of \$241.65 to Lillian Camus. Motion carried 4 in favor, 0 opposed, 0 abstained.

Approve Minutes

Approval of November 28, 2016 Minutes

Glen Sexton asked if there were any changes to the November 28, 2016 minutes. Robert Sheehan, Jr. had the following changes to the public hearing section. In the paragraph beginning Robert Sheehan, Jr., change “vote on bylaws...” to “public hearing decisions.” Also, add the letter “r” to Mr. Brooks and change “other projects” to “this project.”

Motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to approve the November 28, 2016 minutes as amended. Motion carried 4 in favor, 0 opposed, 0 abstained.

Budget

No discussion.

New Business

Discussion: PVPC for the DLTA Solicitation 2017

Jay Joyce, as the Board’s PVPC representative, reviewed a memo dated November 30, 2016 from Tim Brennan, Executive Director of the Pioneer Valley Planning Commission. The memo solicits “written requests from its 43 member communities that may wish to apply for no cost technical assistance for eligible planning best practice and/or regional shared-service projects that are consistent with the most recent guidelines of the Commonwealth’s District Local Technical Assistance (DLTA) program.” The funding is contingent on the release of required state funds. Deadline for submission of DLTA requests is on or before Friday, January 6, 2017.

The Board reviewed attachment B detailing the types of funded projects previously funded by DLTA and settled on the following:

Under Sustainable Planning - Add

- Permitting Guides and Flow Charts
- Visioning & Corridor Studies

Glen Sexton to send an e-mail to Chris Martin regarding the two projects the Board would like to add to the Town’s DLTA request.

Henry Clement

Mr. Clement inquired as to the procedure for an upcoming project and how long it would take for a decision from the Board for the project.

Kearsarge Decommissioning Letters

Approve and Sign Decommissioning Letters for:

- Kearsarge Granby 1 LLC
- Kearsarge Granby 2 LLC
- Kearsarge Granby 5 LLC
- Kearsarge Granby 6 LLC
- Kearsarge Granby 7 LLC

The Board reviewed the decommissioning letters as noted above.

Motion was made by Jim Trompke and seconded by Jay Joyce to approve the decommissioning letter of credit agreement at all five locations. Motion carried 4 in favor, 0 opposed, 0 abstained.

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

Send an e-mail to Chris Martin regarding the DLTA request	Glen Sexton	12/16/16
Contact Michael Bolton of WMDC to attend Planning Board Meeting	Glen Sexton	Ongoing

Completed Action Items

Item	Responsible Party	Due Date
Create a letter stating the Board's decision RE: Alan Kotowicz Phase II Subdivision and send to Glen Sexton	Lillian Camus	12/12/16
Print, sign and file the Board's decision RE: Alan Kotowicz Phase II Subdivision with the Town Clerk	Glen Sexton	12/12/16
Contact Michael Bolton of WMDC to attend Planning Board Meeting – change to ongoing	Glen Sexton	12/12/16
Create a letter stating the Board's decision RE: Removal of Trees on Batchelor Street	Lillian Camus	12/12/16
Print, sign and file the Board's decision RE: Removal of Trees on Batchelor Street	Glen Sexton	12/12/16

The next Planning Board meeting will be Monday, January 23, 2017 at 6 p.m. in the Carnegie Library.

Adjournment

Motion was made to adjourn at 7:30 p.m. Robert Sheehan, Jr. and seconded by Jim Trompke. Motion carried 4 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the December 12, 2016 Planning Board meeting.

Respectfully submitted,

Lillian Camus
Recording Secretary