



Office of  
**THE PLANNING BOARD**  
272 Main Street  
Townsend, Massachusetts 01469  
978-597-1722

RECEIVED  
JAN 29 2008  
TOWN OF TOWNSEND  
TOWN CLERK

**Stanley Vladyka, Chairman**  
**Louis C. Kiklis, Clerk**

**Nicholas E. Thalheimer, Vice-Chairman**  
**Jeffrey R. Peduzzi, Member**

**Gerald B. Coughlin, Member**

**Meeting Minutes**  
**July 16, 2007 7:00 p.m.**  
**Townsend Memorial Hall**  
**BOS Chambers**  
**272 Main Street, Townsend, MA 01469**

**I. PRELIMINARIES:**

- 1.1 **Call the meeting to order** – At 7:20 S. Vladyka called the meeting to order.
- 1.2 **Roll call** – Present were Chairman, Stanley Vladyka, Clerk, Louis Kiklis Member, Member Jeff Peduzzi, and Administrative Assistant, Jeanne Hollows. Vice-Chairman, Nicholas Thalheimer arrived at 8:10 p.m. Member, Jed Coughlin was absent.
- 1.3 **Additions or deletions to agenda** – None.
- 1.4 **Acceptance of Minutes** - J. Peduzzi motioned to approve the Minutes of June 25, 2007. L. Kiklis seconded and all voted in favor.

**II. APPOINTMENTS:**

- 2.1 **7:10 p.m. A N R Plan, David Werlin, 169 Main St.** - Roger Goscombe presented a plan prepared by Surveyor, Rose Chaulk to subdivide approximately 10 acres on 169 Main Street into two lots, with the inclusion of two parcels. The Board reviewed the Rules and Regulations. J. Coughlin motioned to approve the plan as "Approval Not Required" under Subdivision Control Law. L. Kiklis seconded, all voted in favor and the plan was endorsed.
- 2.2 **7:30 p.m. Village at Patriot Common, DECA, Proctor/Haynes Rd. Definitive / OSPD Subdivision – Continue Public Hearing** – At 8:10 p.m. S. Vladyka reconvened the public hearing and introduced Board members. Atty. Deschenes' office submitted a request to continue the hearing without discussion because he would be undergoing a medical procedure and could not attend the meeting. J. Peduzzi motioned to continue the hearing to Aug. 13, 2007 at 8:15 p.m. in response to the request. L. Kiklis seconded and the motioned carried. The following correspondence was received by the Board without discussion.
  - 2.2.0 **Letter requesting to continue without comment**
  - 2.2.1 **Plan Replacement Sheets to Correct Proctor Rd. Entrance Topographic Data**
  - 2.2.2 **Correspondence / photos received / Open Space comment**
  - 2.2.3 **Notice of Site Walk by DEP**
  - 2.2.4 **Holmberg & Howe Report – Continue Review**

**III. WORKSESSION:**

**3.1 BOS Request for Board to appoint Rep to Capital Planning Committee** – The Board reviewed a memo from Town Administrator, Greg Barnes asking the Board to appoint a representative to the Capital Planning Committee for a one-year term ending June 2008. The Board questioned whether or not the current committee had been active and under whose authority they operate. It was the Board's consensus to have J. Hollows discuss these questions with G. Barnes and to bring the request back to the next meeting.

**3.2 Authorize payment of \$843.75 to Cuoco & Cormier** - The Board reviewed a bill from Consultant/Engineer firm, Cuoco & Cormier for work done on the Deer Run subdivision Modification off Ash St. in the amount of \$843.75. The second page of the bill was confusing and appeared to have an error. The Board asked J. Hollows to contact J. Rider to request a correction or clarification before they would authorize payment.

**3.3 Authorize payment of \$1,687.50 to Ducharme & Dillis** – The Board reviewed a bill from Consultant/Engineer firm, Ducharme & Dillis for work done on the Locke Brook Run Open Space Multi-Family Development off West Meadow Road in the amount of \$1,687.50. The Board asked J. Hollows to give Ducharme & Dillis directions as to the format the Board needs to see with respect to itemizing the charges before they will authorize payment.

**3.4 Authorize payment of \$28.00 to Kopelman and Paige for legal work on "Dudley Meadows"** – N. Thalheimer motioned to authorize payment of \$28.00 to Kopelman and Paige for legal work done with respect to the release of bond security funds.

**3.5 Planning Board Associate Member Draft By-Law** – The Board discussed adding one Associate Member to the Planning Board, as allowed in MGL 40A Section 9, and reviewed a sample copy of a bylaw from the Town of Pepperell authorizing an Associate Member. The Board asked J. Hollows to work with Atty. Kay Doyle to draft language and to set up a public hearing.

**3.6 MRPC Survey RE: Training Needs** – Tabled for the Board to take home and review.

**3.7 Discuss Deer Run Draft Decision** – A discussion ensued with regard to the content of a draft Decision. At issue was the developer's proposal to construct individual wells and cisterns in light of a recent purchase by the Town to acquire Witch's Brook Water Company. S. Vladyka stated the Board should require the developer to include infrastructure in the road to supply town water to the subdivision. It was the consensus of the Board that there was no evidence that this would not be to the applicant's and town's benefit, would save the developer money, and would be a "win-win" situation. S. Vladyka stated he would work with J. Hollows to inform the applicant of the Board's request.

**3.8 Request from Paul Rafuse** - The Board reviewed a "Release of Agreement between the Townsend Planning Board and the Kadar Corp. of Westford MA. The agreement would serve to fully release Section 3 of the Timberlee Park Subdivision, formerly being held by the Town. Atty. Laura Pawle, of Kopelman and Paige, had prepared the document and recommended approval. J. Peduzzi motioned to approve and sign the Release. N. Thalheimer seconded and all voted in favor.

**IV. CORRESPONDENCE:**

**4.1 Notices from Townsend/Other Towns**

V. **ADJOURNMENT**

At 9:00 p.m. L Kiklis motioned to adjourn the meeting. J. Peduzzi seconded. The motion carried by unanimous vote.

(Transcribed from notes)  
Respectfully Submitted by

Jeanne Hollows  
Planning Board Administrative Assistant



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### Meeting Agenda

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- 1.4 Acceptance of Minutes of June 25, 2007

#### II. APPOINTMENTS:

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- 2.2 7:30 p.m. Village at Patriot Common, DECA, Proctor/Haynes Rd. Definitive / OSPD Subdivision – Continue Public Hearing
  - 2.2.0 Letter requesting to continue without comment
  - 2.2.1 Plan Replacement Sheets to Correct Proctor Rd. Entrance Topographic Data
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#### III. WORKSESSION:

- 3.1 BOS Request for Board to appoint Rep to Capital Planning Committee
- 3.2 Authorize payment of \$843.75 to Cuoco & Cormier for work on “Deer Run” Modification
- 3.3 Authorize payment of \$1,687.50 to Ducharme & Dillis for work on “Locke Brook Run”
- 3.4 Authorize payment of \$28.00 to Kopelman and Paige for legal work on “Dudley Meadows”
- 3.5 Planning Board Associate Member Draft By-Law Draft
- 3.6 MRPC Survey RE: Training Needs
- 3.7 Discuss Deer Run Draft Decision
- 3.8 Request from Paul Rafuse for documentation on Timberlee Park Final Release or Approval

#### IV. CORRESPONDENCE:

- 4.1 Notices from Townsend/Other Towns

Next Meeting Date: Regular Meeting – Monday, August 13, 2007 at 7:00 p.m.