



# Town of Pepperell

## Planning Board

1 Main Street, Pepperell, Massachusetts 01463-1644

978-433-0336 Phone 978-433-0338 Fax

[planning@town.pepperell.ma.us](mailto:planning@town.pepperell.ma.us)

### MINUTES

Monday, December 12, 2011

Town Hall

**Members Present:** Rick McHugh, Matt Nesbit, Al Patenaude

**Absent:** Dennis Kane, Anna MacDonald

**CALL TO ORDER:** Mr. McHugh called the meeting to order at 7:02pm.

### VOUCHERS:

- Payroll vouchers for 12/17/11; 12/24/11; 12/31/11; 1/7/12 were signed.

### ACCEPTANCE OF MINUTES:

- The Board tabled acceptance of the November 14, 2011 minutes and the November 28, 2011 minutes due to the absence of Mr. Kane and Ms. MacDonald.

### ANR PLANS:

- ANR – 55-59 Leighton Street

The Board tabled the signing of this ANR plan to the next meeting. With Mr. Patenaude abstaining from action on this item there was not a quorum for an approval.

### APPOINTMENTS/HEARINGS:

- 7:15pm – Hal Sartelle – Appointment to EDAC

Mr. Sartelle was not present at the meeting. Mr. Nesbit made a motion to appoint Mr. Sartelle to the Economic Development Advisory Committee and Mr. Patenaude seconded the motion. Unanimous vote.

### ACTION/DISCUSSION ITEMS:

- Developing Design Guidelines

The Board reviewed a final draft and found just a few more items to make changes to before accepting the final guidelines. There was a consensus to take out the Dunkin Donuts picture and try to get a good picture of the Family Pharmacy to put into the document.

It was agreed that a consistency should exist in the document and each section will be looked at to see how to

accomplish that by changing all wording in the sections to say “the following guidelines are recommended...” And also to offer an explanatory sentence at the beginning of each section similar to the sentence before the landscaping section.

**ADMINISTRATOR’S REPORT/CORRESPONDENCE/DISCUSSIONS:**

There was some brief discussion on zoning amendments for the ATM. One that was thought to be a definite was to change the domestic animal definition to reflect what the state refers to. Another will likely be to make some kind of change to the lot shape factor. More work with the town engineer will occur to try and get some better way of doing this.

With no further business to discuss the meeting was adjourned.

**APPROVED:**

\_\_\_\_\_  
Dennis A. Kane

\_\_\_\_\_  
Matthew E. Nesbit

\_\_\_\_\_  
Anna J. MacDonald

\_\_\_\_\_  
Albert W. Patenaude

\_\_\_\_\_  
Richard C. McHugh, Jr.