

DRAFT
Planning Board Meeting Minutes
2/16/2021

Board Members

Present: Casey Campetti, Chuck Walkovich, Jennifer Gingras, Joyce Morrow, Paul Lonergan,
Al Patenaude

Staff: Lisa Davis, Planning Consultant, Cheryl Lutcza, Administrative Assistant

Guests: Anthony Beattie, Selectman; Margaret Scarsdale, Selectwoman; Paula Terrasi, Conservation
Commission; Mark Matthews, MPIT; Steve Themelis; Deb Fountain, MPIT; Gerald Couper, PCM

1. Call to Order

The meeting was called to order by Chair Campetti at 7:00PM

2) Acceptance of Minutes

- a. February 1, 2021** – The Minutes were accepted as written by a motion from Ms. Morrow, seconded by Mr. Walkovich. Mr. Patenaude abstained. All in favor.

3) Vouchers

- a. J&S Business Products, Inc – Invoice Number 78979 (1/21/2021) - \$31.00: Planning Board Customer Name/Address Stamp**

Invoice approved by a motion from Ms. Morrow; seconded by Mr. Patenaude. All in favor.

4) Plan Endorsement – None at this time

5) Action Items – None at this time

6) Reports/Correspondence/Discussion

(Matters may arise that the chair didn't reasonably anticipate)

a. Peter Fitzpatrick Zoning – Table of Uses

Mx. Campetti opened the discussion reminding everyone about the conversation held between Mr. MacLean, Town Administrator, and the Planning Board at the last meeting regarding changes to the Table of Uses and how those changes would affect Main Street from the Rotary to Town Hall. In order for the Peter Fitzpatrick property to thrive, changes to the Table of Uses would open up options to interested businesses to rent space which are currently not permitted due to the current zoning. The Master Plan Committee recommended an overlay of the Main Street corridor, and Mr. Walkovich followed up on that by discussing the recommendation with Ms. Beverly Woods of NMCOG. Ms. Woods concurred with the Master Plan Committee that an overlay district for this property would be option for the Town. Discussion regarding the pros and cons of such potential incremental zoning changes continued. Mx. Campetti asked Mr. Walkovich if Ms. Woods had indicated any timeframe when a report could be provided as to the benefits of the Table of Uses changes. Mr. Walkovich will contact Ms. Woods to find out a timeframe and see if something could be ready for the Fall Town Meeting. Mr. Patenaude noted that the Peter Fitzpatrick property has been a hot topic in Town and that making small changes, rather than one inclusive zoning change for Main Street would likely avoid any undue consequences. This conversation will

continue at the next meeting once Mr. Walkovich connects with Ms. Woods regarding a timeframe.

b. Local Resources Recovery Planning Grant

Mx. Campetti announced that the Planning Board has not received the formal notice of the grant as of this date. The Planning Board will be assigned a consultant partner and a scope of work for the projects being considered.

c. Master Plan Implementation Team Update

Mr. Walkovich provided an update of activities completed since the last Planning Board Meeting. Mx. Campetti posted the summary page of activities on the video. MPIT attended the February 6th Select Board meeting to update them on current activities. A discussion took place regarding the minor changes to the Master Plan Recommendations list suggested by the various Committees and Boards which were then passed along to the Select Board and Town Administrator for comment. The Select Board and Town Administrator also made minor changes and those were listed on the recommendations list posted on the video for discussion at this meeting. Ms. Woods, NMCOG, was very complementary of this Team and noted that they are very proactive. Before the final report, Mr. Walkovich asked the Planning Board members for any comments they would like to add.

A number of comments were made on various items; however, the Bike Share program had more discussion of note. Ms. Gingras felt the Bike Share Program would be best served by EDAC or the Recreation Commission rather than the Planning Board. Discussion ensued. Ms. Morrow thought that the Bike Share was too cumbersome for Pepperell logistically and that providing more bike racks for bicycle owners would be a better recommendation. The Planning Board agreed with both Ms. Gingras and Ms. Morrow and recommended the Planning Board be removed as a responsible party for this item. It would be best served by the EDAC or Recreation Committee.

Once the discussion ended, Mx. Campetti asked for a motion to approve the minor changes to the Master Plan Recommendation list as written and provided at this meeting. Mr. Patenaude so moved; Ms. Morrow seconded. All in favor.

d. NMCOG Update/DLTA Funding Request

Mr. Walkovich gave an update stating that the DLTA award has been approved and he will have more information at the next Planning Board meeting.

e. Update to the Agenda – Citizens’ Petition

Mx. Campetti announced that there is a Citizens’ Petition to call a Special Town Meeting on March 13, 2021 at 10AM relative to the proposed Marijuana Bylaw.

The Planning Board still needs to hold a Public Hearing and put a report together before the Special Town Meeting. The Public Hearing will be held on March 8, 2021 at 6:00PM.

f. Master Plan Priorities

Mx. Campetti presented a slightly modified Recommendation Sheet for the Board to revisit, including elements on how to prioritize each item. A lengthy discussion took place reviewing and discussing each item, one by one, noting the relevance, importance of each, and resources that would be allocated to completing them. A continuation of this review will be on the next meeting’s agenda.

7) Future Meeting(s)

a. March 1, 2021

b. March 8, 2021

c. March 15, 2021

The meeting was adjourned at 9:00PM by motion from Ms. Morrow, seconded by Mr. Patenaude. All in favor

Respectfully submitted by Joan Ladik