



Planning Board

Meeting Minutes of May 2, 2022

Board Members:

Present: Casey Campetti, Joyce Morrow and Al Patenaude

Not Present: David Ganong

Staff: Jenny Gingras (Town Planner), Cheryl Lutcza

Attendees: Gerald Couper (Pepperell Community Media), Mark Matthews, Chuck Walkovich, M. Quinton Cutler, John and Joan Ladik, Tiffany and Clifton James, Paula Terrasi, Tony Beattie, Sherrill Rosoff

1. Call To Order:

7:00P.M. The remote public meeting (recorded for future broadcast by Pepperell Community Media) was called to order by Mx. Campetti.

2. Consent Agenda:

Mx. Campetti asked for a motion to accept the Consent Agenda. Ms. Morrow motioned to accept the Consent Agenda, seconded by Mr. Patenaude All in favor.

- a. Acceptance of Minutes from April 19, 2022.

Mx. Campetti extended her congratulations to Mr. Walkovich for being elected to the Select Board and thanked him for all he has done.

3. Action Items

a. Recommendation for Planning Board Associate member appointment:

Mx. Campetti said that there are currently two openings on the Planning Board (Full Board Member and Associate Member) and explained the process of recommendations for new members. She said that both Joan Ladik and Tiffany James were both present and both have expressed interest in the vacancies on the Board.

Mx. Campetti said that Ms. James has expressed interest in the Associate Board Member vacancy. Mx. Campetti invited Ms. James to address the Board.

Ms. James addressed the Board and said that she lives at 14 Elm Street. She currently works for the Commonwealth of Massachusetts and has a background in Social Psychology. When she attended the Public Charrette on the Mixed Use Overlay District (MUOD), she felt that she could have a lot to offer as an Associate Member. Mx. Campetti asked if Ms. James had any questions. Ms. James said that she had had an opportunity to speak with everyone regarding the history and goals of Pepperell and she looks forward to being a part of it.

Mx. Campetti asked if the Board Members had any questions for Ms. James.

Ms. Morrow said that she has had discussions with Ms. James regarding her interest in the Town and she appreciates her enthusiasm in getting involved. Discussion ensued regarding the different types of scenarios that come before the Planning Board.

Mr. Patenaude said that he appreciated Ms. James interest in the Board and that he appreciated her willingness to research the regulations. Mr. Patenaude said that the regulations are what we have to go by. Discussion ensued.

Mx. Campetti said that she didn't have any questions, however she felt that this is a great way to get to know the Town and it can be a very rewarding experience. The Board would benefit from the perspective of a new resident.

Mx. Campetti said that Ms. Ladik was also present and asked her to address the Board.

Ms. Ladik said that she had previously done the minutes for the Planning Board, and she learned so much from doing so and that she had really enjoyed it. She said that she has lived in Pepperell for 39 years. The reason that she is interested in being on the Board is because the Town is going through so many changes, and she would like to see the changes benefit the residents and maintains the small-town feel. There are two different factions in Town, and she believes that fulfilling the needs of both is going to be difficult for the Planning Board and she is looking forward to assisting with that. Ms. Ladik explained that that she has been working as the Assistant Town Clerk for the past five years, and she also assists with the Building Department. She said that she had previously held the position of Interim Town Clerk.

Mx. Campetti asked if the Board Members had any questions for Ms. Ladik.

Ms. Morrow said that Ms. Ladik would be a value-added contributor to the Board.

Mr. Patenaude said that he is excited to see Ms. Ladik's interest in wanting to join the Board to help put together a plan for smart growth for the Town, while keeping the small-town feel.

Mx. Campetti said that Ms. Ladik would be a really good addition to the Board. Ms. Ladik's perspective and experience will be very helpful and provide extra grounding and context and will add depth.

Mx. Campetti asked for motion for the two recommendations for the Associate Board Member and the Full Board Member as follows:

1. Mr. Patenaude made a motion to recommend Tiffany James for Associate Member of the Planning Board, seconded by Ms. Morrow. All in favor. None opposed.
2. Mr. Patenaude made a motion to recommend Ms. Ladik for a Full Member of the Planning Board, seconded by Mr. Patenaude. All in favor. None opposed.

Mx. Campetti said there would be a joint meeting scheduled with the Select Board (at a future date to be determined) to make the recommendations/appointments.

4. Reports/Correspondence/Discussion

(Matters may arise that the Chair did not reasonably anticipate)

a. Master Plan Implementation Team Update:

Mx. Campetti asked Chuck Walkovich and Mark Matthews for an update on what MPIT would look like in the future. Mr. Matthews and Mr. Walkovich provided an overview to the Board and said it would be up to the Planning Board as to what configuration they would want. Discussion ensued with Mx. Campetti. Ms. Morrow said that she is hopeful that Mr. Walkovich will continue with the Master Plan. Mr. Walkovich said that he wants to make sure it is successful. Discussion ensued.

Mx. Campetti asked where the food planning study was in the process. Ms. Gingras provided an update on what has been transpiring and her updates from Sherrill Rosoff and Holly Fowler.

Mx. Campetti invited Ms. Rosoff to provide an update. Ms. Rosoff said that she wanted to assure the Planning Board that we really have a lot of experience on this with Shon Rainford and Holly Fowler.

Mx. Morrow asked if there was any data on when the contract for Peter Fitz expires, as the Town had given them one extension. Ms. Gingras said that she would find out when the contract expires. Discussion ensued. Ms. Morrow said that the Adaptive Reuse Article is an important component of the future of the Peter Fitz. Discussion ensued.

b. Staff Updates:

Ms. Gingras provided an overview and details from the items in her Staff Memo to the Board. Discussion ensued.

Mx. Campetti said that there were some items that have come up since the Agenda was posted that the Board needs to discuss:

1. Some issues have come up with the Chamberlain Way project and the Board may want to make a request to the Building Commissioner for any potential actions on this project. Mx. Campetti asked Ms. Terrasi to share her experience regarding her visits to the subject property and the Conservation Commissions enforcement order. Ms. Terrasi provided an overview of what has/is transpiring at the subject property. She said that they know that wetlands have been filled and that the Applicant may be asked to move the road, as there is a question as to how stable the road is. She said that it is not a

good situation. Mx. Campetti thanked Ms. Terrasi for the update. Mx. Campetti said this is not positive news. There has so much that has gone into this and she worries that this project has absorbed so much expertise from the Town to try and make this situation workable/better. Ms. Terrasi said the Building Commissioner has been out to the site multiple times. Ms. Gingras said the Building Commissioner is aware of what is transpiring at the site and she has not heard from the Applicant since the Planning Board's last meeting on the matter, and that is concerning to her. She said that it would be appropriate for the Planning Board to recommend the Building Commissioner take zoning enforcement action. Discussion ensued. Ms. Terrasi said that the drainage at the site is not working at all and things are not getting done and that the project needs to be completely re-engineered.

Mr. Patenaude said that it is critical that the Board send a letter to the Building Commissioner to get him to at least send out a notice to stop work. We also need to try to get a request out to the Owner/Applicant for a schedule of when the Board is going to see things happen. One of the biggest things he is fearful of is fire and safety, as it is an unsafe condition as constructed now. He said he felt that the Board needs to bring in a consultant engineer to monitor this, as it is well beyond the point of Town Staff/Officials to monitor this and report back to the Town. He also elaborated on other concerns he had related to the project. The cost of the consultant engineer would be borne by the Owner/Applicant of the project.

Mx. Campetti said that she agreed with Mr. Patenaude and she elaborated on her concerns, explaining that Town Staff has provided much time and advice to the Applicant/Owner. As for the consultant engineer, she is not sure process-wise how that would work. Does the Board have the ability to do that now, or what would we need to do to get this set up. We need to have some assurances that things are being done properly.

Mr. Patenaude said that based on the modifications to the plan that have been performed out there, as well as the inspections, we should have the ability to request a consultant engineer be brought on and he elaborated his concerns with the project.

Ms. Gingras said that she would consult with Town Counsel and the Building Commissioner regarding the Board's ability to stipulate that a third-party engineering consultant be hired by the Owner/Applicant. Mr. Patenaude said that this could be brought in under the bond agreement with the Applicant, rather than 53G. Discussion ensued. Ms. Gingras said that the Applicant has not yet applied for a Major Site Plan review.

Mx. Campetti said that the two most important items at this point are 1) get the work at the site stopped; and, 2) getting a professional engineering consultant on site. A letter should be sent to the Building Commissioner to provide him with the Board's perspective on this situation and what options are available. Discussion ensued on the Bond, etc. Ms. Gingras said the Bond was based on the original plans and the Board would have the option to modify the Bond based on a revised plan. Mr. Patenaude said unfortunately we don't have a revised plan. Mr. Patenaude said that a stop work order should be put on all work as it is a public safety/fire issue.

Mx. Campetti said that we have a pretty clear path forward as our next steps for the Board. This was a late item, and because of the last-minute nature of this, it did not make the Agenda deadline, however the Board needs to take a vote for action by the Building Commissioner for a stop work order and obtaining an engineering consultant. Mx. Campetti asked Ms. Gingras to draft a letter. Mr. Patenaude asked if the Board could make a motion to allow Ms. Gingras to draft a letter to the Building Commissioner, with Mx. Campetti to do a confirmatory reading.

Mr. Patenaude made a motion for the Town Planner to draft a letter to the Town Zoning Officer, with the Chair of the Planning Board to do a confirmatory reading for Chamberlain Way. Seconded by Ms. Morrow. All in favor.

Roll Call Vote Taken as follows:

Ms. Morrow: Aye
Mr. Patenaude: Aye
Mx. Campetti: Aye

Mx. Campetti said there was a request from Select Board, via the Town Administrator, regarding some Town Meeting motions, asking if members of the Planning Board would be willing to read the motions on the Master Team Implementation Team (MPIT) and Adaptive Reuse (AR) at Town Meeting. Mr. Patenaude said he could read the MPIT funding motion. Ms. Morrow said she could read the Adaptive Reuse Motion. Mx. Campetti said that she would let the Town Administrator know.

5. Future Meetings

- a. May 16, 2022
- b. June 6, 2022
- c. June 21, 2022 (Tuesday)

6. Adjournment

Mx. Campetti asked for a motion to adjourn the meeting. So moved by Ms. Morrow, seconded by Mr. Patenaude. All in favor. Meeting adjourned at 8:38 p.m.

Planning Board Meeting Minutes of May 2, 2022, respectfully submitted by Cheryl Lutzca