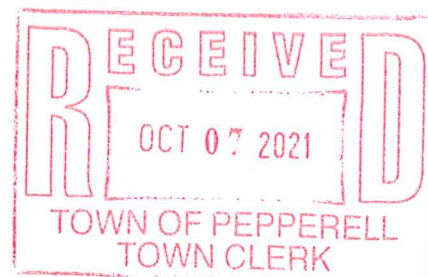


Planning Board Meeting Minutes
August 30, 2021



Board Members:

Present: Casey Campetti (Chair), Chuck Walkovich, Joyce Morrow and Jennifer Gingras.

Not Present: Albert Patenaude and Paul J. Lonergan (Clerk)

Staff: Lisa Davis (Planning Consultant) was not present; Cheryl Lutzca (Planning Assistant)

Attendees: Pepperell Community Media, Mark Matthews (Select Board), Margaret Scarsdale (Select Board), Kathy Batchelder, Deb Fountain, Carolyn Ahdab, and Dave Lavender.

2. Call to Order

7:03P.M. The remote public meeting (recorded for future broadcast by Pepperell Community Media) was called to order by Mx. Campetti.

3. Acceptance of Minutes

August 2, 2021: Tabled until future Board meeting.

August 16, 2021: Mx. Campetti asked for a motion to accept the minutes of August 16, 2021, as written with one edit to reflect a change to an attendee name, so moved by Ms. Morrow, seconded by Mr. Walkovich. All in favor.

4. Action Items (None)

5. Reports/Correspondence/Discussion (matters that may arise that the Chair didn't reasonably anticipate):

Grant Program Updates:

NMCOG Update (OSRD Project):

Mx. Campetti asked Mr. Walkovich if he had an update, in Ms. Davis' absence, on the OSRD project that NMCOG is helping with. Mr. Walkovich said he has not received an update as Ms. Davis has been handling both the OSRD and Design Guideline. Ms. Morrow said that according to Beverly (NMCOG) the Design Guideline would start once the LRRP had been rolled up and submitted to the State and the Design Guideline Committee has not met, and there has not been any action. Discussion ensued. Ms. Gingras said the LRRP was extended into October. Discussion ensued.

Master Plan Implementation Team (MPIT) Update:

Mr. Walkovich said that the Team continues to meet every week. They have received information from the Select Board as to the status of some of their items. They will be sending out a letter to all the Department Heads to solicit the status on their items so that it can be presented to the Planning Board and be prepared for Town Meeting in November. Discussion ensued.

NMCOG Update/DLTA Funding Request:

Mr. Walkovich said that there was a NMCOG meeting last week, however nothing new to report. Discussion ensued.

Master Plan Implementation Priorities (continued discussion):

Mx. Campetti provided a screen share of the latest version of the Master Plan Implementation Priorities Excel spreadsheet that Ms. Fountain had distributed, so that the Board could discuss and re-evaluate the prioritization of 2021 priorities. Lengthy discussions ensued and Mx. Campetti updated the Excel spreadsheet accordingly.

Upcoming Transition of Planning Consultant and New Town Planner:

Discussion ensued regarding the transition between the current Planning Consultant and the new Town Planner, who will be starting on September 1, 2021, as well as the upcoming Associate Member vacancy.

6. Future Meetings:

Discussion ensued on future meeting dates. September meeting dates to be determined, possibly week of 9/13/21 or 9/20/21.

Adjournment:

Mx. Campetti asked for a motion to adjourn the meeting at 8:31p.m., so moved by Mr. Walkovich, seconded by Ms. Morrow. All in favor

Respectfully submitted by Cheryl Lutcza, Planning Assistant