



**Planning Board**  
Meeting Minutes

**Board Members**

Rick McHugh, Chuck Walkovich, Al Patenaude, Paul Lonergan, Joyce Morrow (Associate Member)  
Members Absent: Casey Campetti

**Staff**

Brynn Montesanti, Assistant to Planning Board

**Attendees**

See attached attendance sheet

9/23/2019 - Minutes

1. Call To Order

Mr. McHugh opened the meeting at 7pm.

2. Joint Meeting With Board Of Selectmen To Appoint Joyce Morrow To Associate Member Of Planning Board

3. Acceptance Of Minutes

7/22/19, 8/12/19, 9/9/19

These minutes were tabled until next meeting.

4. Plan Endorsement

- a. ANR - 42-46 Mill Street - NOTE: The Land Shown On The ANR Plan Is The Same Land For Which The Applicant Previously Submitted An Application For A Special Permit For An Assisted Living Facility. The Public Hearing On The Special Permit Application Was Opened On August 26, 2019 And Continued To October 7. Subsequently, The Applicant Submitted A Notice To The Office Of The Planning Board Stating The Intention To Withdraw The Special Permit Application. The Board reviews the plan and goes through the ANR checklist and all items were identified and confirmed. Mr. Lonergan motions to endorse the plan. Mr. Patenaude seconds. All in favor.

5. Action Items

- a. Special Permit Extension Request - 3 James Circle

Mr. & Mrs. John Paris were granted a special permit on July 10, 2017 for the conversion of a single family dwelling to a two family dwelling. They are seeking an extension on the special permit which expired in July of this year and construction has not yet begun. Mr. & Mrs. Paris had extenuating circumstances with the health of their parents whom are to reside in the addition of the second family to

their home. At this point they are ready to begin construction immediately if the Board will grant an extension of their special permit. Mr. and Mrs. Paris were both present at the meeting as well as Mrs. Paris's mom. Mr. Walkovich motions to grant the extension of the special permit. Mr. Lonergan seconds. All in favor.

## 6. Reports/Correspondence/Discussion

### a. Reedy Meadows

At 6pm, September 23, 2019, the Planning Board opened their meeting at Reedy Meadows. The "Notice of Site Visit/Walk-Thru" was mailed to the developer, Mr. Peter Cricones, as well as posted with the Town Clerk. No discussion of project's merits and/or faults were discussed, site visit was to gather information and for project review.

Mr. McHugh reviews the list of items that need to be addressed and advises Ms. Montesanti to draft a letter and review it with Ms. Davis. The letter will need to be sent certified to the developer and add that the Planning Board would like for him to attend the meeting on October 28 to provide a timeline to address the items.

### b. Master Plan Committee

Mr. Walkovich updates the Board that the next meeting will be held on October 10, 2019 and that there is also a visioning session on October 17, 2019 regarding transportation. The committee is continuing to move forward, December is their funding deadline for the completion of the Master Plan and he wanted to make sure the Board is aware that he conscientious of that timeline. After the completion of the Master Plan the next step is the development of an implementation plan which he will meet with Mr. MacLean about when the time comes.

### c. NMCOG

Mr. Walkovich updates the Board that the annual meeting and dinner is next month in Dracut, invitations are forthcoming. He also wanted to share with the Board that the Town of Pepperell ranks second of all the communities affiliated with NMCOG in the amount of funding we receive. Ms. Morrow makes mention that the benchmarks alone that NMCOG provides Pepperell are invaluable.

### d. MVP Grant Update

### e. Proposed Outdoor Light Bylaw Draft

Mr. McHugh provides a copy of the most recent draft the LAN committee has for the proposed outdoor light bylaw to the Board members. He further addresses the Board and explains that a LAN committee member asked him to present it to the Planning Board as lighting falls under the purview of the Planning Board. The LAN committee anticipates bringing this bylaw to the Annual Town Meeting in the spring. Mr. Lonergan asks if the draft is worth reading now and Mr. McHugh encourages spending some time in reading it and providing comment. The LAN committee plans on making a formal presentation to the Planning Board in the near future on the proposed bylaw.

## 7. Future Meeting

### a. 10/7/19

Mr. Lonergan motions to adjourn meeting. Mr. Patenaude seconds. All in favor. Meeting adjourned at 7:43PM

Respectfully submitted by Brynn Montesanti, Administrative Assistant to Planning Board.

