

Town of Lenox
Planning Board
Via Zoom
September 8, 2020

Members present: Chair Pam Kueber (PK); Tom Delasco (TD); Kate McNulty-Vaughan (KMV); Lauryn Franzoni (LF)

Absent with Notification: Jim Harwood (JH)

Staff Present: Jessica Cote (JC)

List of documents provided for this meeting:

- September 8, 2020 agenda
- August 25, 2020 minutes
- Form A (Approval Not Required) 115 New Lenox Road (Laura Shack)
- Vision Discussion Document

PK opened the meeting at 6:04pm. The meeting was recorded via Zoom.

1. Review and vote to endorse Approval Not Required (subdivision of land believed to not require approval under Subdivision Control Act) application involving property at 115 New Lenox Road, Laura Shack, applicant.

- Mike Parsons from Kelly Granger Parsons & Associates presented the Form A. The applicant is selling about 2400 square feet of her property to the abutting neighbor... It is not a buildable lot.

- TD moves to endorse the ANR as presented. PK seconds. All in favor by roll call: PK: Aye; TD: Aye; KMV: Aye; LF: Aye.

2. Approve meeting minutes for August 25, 2020

- Meeting minutes were not available at the time of the meeting.

3. Updated on research to engage consultant to do wireless communications analysis

- PK emailed Gwen for update on possibilities of hiring a consultant. Gwen suggested a couple options for the consultant. Gwen has quote from consultant however PK did not know the amount. Gwen will discuss funding with Chris Ketchen. PK will follow up with Gwen Miller before the next meeting.

- PK suggests keeping this item on the agenda moving forward to continue discussions.

4. Update on research on Farm Stands performance standards

- This is the final part of the agricultural bylaw that needs updating before the PB can review the whole bylaw changes. Currently there are no special requirements, "performance standards," for farm stands in the bylaw and as long as the Board is working on this Agriculture section, PK's recommendation was to consider standards.

- PK suggests keeping this item on the agenda moving forward to continue discussions.
- Gwen Miller is currently researching performance standards in regards to farm stands.
- Board discussed performance standards.
- PK will reach out to Gwen and suggest if there are standards they should be streamlined as much as possible to protect abutters and such, but these standards do not need to go overboard as historically the town has not issues with farm stands.

5. Continued discussion of priorities for 2021 Fiscal Year

- Board reviewed the Planning Board Priorities / Vision Discussion Document created by TD and LF.
- Board discussed parking within the Town currently, potential options available, and what properties should the town be looking at to acquire.
- KMV believes that the PB should resurrect parking within the town and engage with the Board of Selectmen.
- TD and LF explained to PK and KMV the Vision Discussion Document.
- PK suggested under the housing section of the document making a sub committee that can go through all the items withing the Housing Production Plan and rank prioritize them. Board discussed and was determined that KMV will setup meeting with Affordable Housing Trust and Committee Chair Marybeth Mitts, Gwen Miller, LF and herself to review PB housing items list and help prioritize the Board's action items to be in synch with the Affordable Housing Goals. PK will edit/streamline the PB's current working list of options for meeting. LF to prepare agenda for this meeting.
- Board then discussed completing an update at the end of their meetings to send to the BOS.
- PK suggests continuing discussion on the Vision Discussion Document to the next meeting and deciding what actions should be taken and in what order based on the document.
- Action items to include: PK to check with volunteer group on status of sign bylaw work, PK to check with Gwen in regards to any action items for the PB out of Hazard Mitigation Plan, PK to check with Gwen proposed shared path project, PK to reach out to Conservation Commission in reference to a town wetland bylaw.
- Board discussed what the next three priorities are for the Planning Board.

LF moved to close the meeting at 7:54. TD second. All in favor 4-0.