

4/9/2025

Attendance: Greg, Richard, Tim (online), Molly, Kim, Swan (online)

Carol, Sarah & Galen

Meeting called to order: 7:05pm

1. Approve March Minutes - waive until next meeting.
2. Benoit Site Plan Application - skip to #3 on agenda then return
 - a. Solar - as long as they meet the setbacks from the property line, Richard says this is not for PB but it is a ZBA application
 - b. Tim - they need a site plan review which is the PB jurisdiction
 - c. Swan - can they bypass the review of PB and go to ZBA?
 - d. Tim - they are supposed to come to PB, find out it is not allowed, then go to ZBA
 - e. Richard - this came about because PB didn't want to deal with paperwork
 - f. Swan - how can we meet our legal obligations while making it non burdensome on property owners?
 - g. Richard - let the ZBA review the bylaw because of the height and make sure they have the setbacks needed re: the property line/height
 - h. Swan - can we let the ZBA know that PB is working on eliminating height restriction so that they can feel permitted to go ahead
 - i. Greg - I want to advise this property owner to reapply after town meeting when we vote on the bylaw change proposals
 - j. Richard - the attorney general waiting period while it reviews before implementation
 - k. Tim - let's have them follow the bylaw and submit a site plan for our review
 - l. Richard - it can be hand drawn but must show the setbacks and we can let ZBA know
 - m. Greg - wait maybe I have a map
 - n. Tim - even after bylaw change there still will be a site plan review, in set format, prepared by registered engineer and surveyor
 - o. Hmmm - a map appears, hand drawn
 - p. Greg - 3900 reads about site plan in zoning bylaw
 - q. We cannot waive - they must have a site plan by a professional
 - r. Tim - and once we have a site plan review, we have 60 days to review; the clock hasn't started
 - s. Greg will get back with Benoit and explain what we need
3. Inglese Project
 - a. Not subdivision; perc test still needed to move the septic field and moving the property line just enough to create frontage so that Inglese can sell the first property and build aging-in-place home
 - b. Perc test would be done within next month or so
 - c. What is the next procedure? Tim - attorney needs to modify & waive the covenants document [the abutters and the association all agreed; letter attached]
 - d. Perc test is to then connect the septic to the home across
 - e. Does PB have to mind the shared driveway? No, because this is not subdivision application; existing subdivision

- f. Greg - get us your final plans, letter, digitally and one mylar and we can sign off when your perc test done

4. Dudleyville Road Update

- a. Richard - nothing for us to do right now; Select Board has decided to put the issue of paving the road on the Town Warrant for the spring vote; it is not a binding vote but an informational vote that will guide the Select Board to vote to tell PB to hold a hearing to then ask the PB for review and hold public hearing about paving the road; then the PB will vote
- b. Tim - this will create a lot of confusion
- c. Greg - we can take this as the SB is voting to authorize PB to vote on paving
- d. Tim - state law specifies the jurisdiction of maintenance of roads falls to SB
- e. Richard - alterations of roads/layouts is the purview of PB
- f. Greg - this requirement in our town code is unique to Leverett?
- g. Tim - book for surveyors; Hummels in the basement
- h. Greg - propose that we request the the SB initiate a process of removing this from the Town Code
- i. Tim - that would be a warrant article on Town meeting or a petition of 10 voters in Leverett to bring to vote at Town Meeting

5. Annual Report

- a. Greg - asked to provide PB section for Town Annual report; a paragraph talking about comp plan, ANRs, zoning bylaw, changes we put forth, and agenda for 2025 ADUs, floodplain
- b. Greg will draft

6. CPC

- a. Richard is volunteer representative

7. Zoning Bylaw Revisions Update

- a. Greg - thank you Tim for carefully reviewing; all concur with the corrections
- b. Swan - remind me why we took out the kennel limit of 4 dogs?
- c. Richard - we took it out so that our law conforms with state law
- d. Swan - why didn't we just have our law match the state law? That's easier for people to navigate
- e. Tim - we can't modify it now because the hearing is done. And our law reflects state law but doesn't specify a number of dogs - the state law could change the number - and we specify all the types of kennels. Just because people have many pets dogs they aren't in violation and we didn't close out any businesses that have dogs. Took the broadest approach.

8. Kittredge Update: skip

9. Walk-In Business

- a. Municipal Vulnerability Plan phase 2 application? We missed the deadline but still look for these opportunities
- b. Richard - Margie wants us to relinquish our exclusive use to Zoom (one of two Zoom licenses); last year we voted we would buy our own license; turns out the SB and Town Manager didn't do that; instead gave us the SB license and now they want it

back; Richard went to Zoom and made our account dormant; propose that we vote again to purchase our own Zoom license out of PB license

- i. \$1000 budget; maybe \$1300 rollover; Tim - no rollover
- ii. Richard - we are about to get a new budget, we have \$1000
- iii. Greg - we have to settle up with greenfield recorder, Tim is working on summary of the printing situation, do we have to vote on reimbursements? On expenditures?
- iv. Tim - could Carol give update?
 1. Carol - Staples thought it was possible to do spiral binding and pre-paid using a \$200 discount; but too many pages for spiral binding so we have to do binder instead; these are non circulating copies
 2. Carol - I am the one who paid and there should be one copy that I want to donate to the library and the PB could pay for one total \$600 or less
 3. Tim - I did tell Hannah at the library
 4. PB thanks Carol
 5. Tim - let's vote to reimburse
 6. First, deal with Zoom
- v. Taking on responsibility of own Zoom account - rolling commitment voted in 6-0
Greg - moves that Greg talk to Margie about the PB balance and then pre-paying as much Zoom as we can to the limit of our current COH funds

Carol - can PB pay a 2025 incurred bill with 2026 budget?

Greg accepts as modification the following motion:

Move that with our remaining budget we pay in order:

Obligations such as to newspapers, reimbursement for any materials incurred by volunteers, and Zoom account for as many months as funds remaining

Approved unanimously

- c. Molly announcement that will be taking some time off July 4th for a few months as will be on parental leave
- d. Greg - reminds me to say that we still have a vacancy
- e. Tim - we could nominate someone from the floor
- f. Richard - PSA that Tim is running for School Committee
- g. Greg - if we went down to less active folks how does that affect quorum?
- h. Everyone send Kim your t-shirt size & team slogan!
- i. Tim - on Saturday 4/26/25 the town caucus for Democratic Town party committee where we will elect delegates to send to Springfield to help decide the new platform for the Dem Party at the state level
- j. Richard - FRCOG will print us flood plain maps; the letter of determination has been sent/received and 90 days to correct errata
- k. Carol - could the PB let the Town know via Leverett Connects that the physical copies of the Comp Plan are at Town Hall and the Library
- l. Tim will also present at LES on 4/27 at the Leverett Together potluck

m. Greg - move to adjourn, all voted yes 8:42pm