



# Town of Westminster

MASSACHUSETTS 01473  
FROM THE OFFICE OF THE  
**PLANNING BOARD**

Phone: (978) 874-7414

[swallace@westminster-ma.gov](mailto:swallace@westminster-ma.gov)

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Lawrence Skamarycz, Chair

Marie N. Auger, Vice Chair

Dan Bartkus

Gregg Buckman

July 27, 2021

## PLANNING BOARD MEETING MINUTES

Members present: Marie Auger, Larry Skamarycz, Dan Bartkus and Gregg Buckman  
Town Planner, Stephen Wallace.

Staff: Andrea Mastrototero, Recording Secretary

Absent: none

Additional Attendees: Donald Leger, Ashley & Kyle Forrest, Brian Marchetti, Justin LeClair and Phil Albert.

The Town Planner read the Governor's open meeting order.

M. Auger called the meeting to order at 7:00 PM.

### *Administrative Matters*

First order of business, Approve meeting minutes from April 27, May 25 and June 22, 2021.

G. Buckman made a motion to approve all minutes as presented. M. Auger seconded, all in favor, motion carried (4-0).

Next order of business, Approval Not Required (ANR) plan for Jacques & Christine Dufresne, one new house lot at 6 Washington Drive, Map 147, Lot 102.  
Under legal review. No discussion.

Next order of business, Approval Not Required (ANR) plan for Ashley & Kyle Forrest, no new building lot, adding land from an abutting lot, 12 Lighthouse Lane, Tax Map 157, Lot 15.6.

The Board reviewed.

D. Bartkus made a motion to endorse the plan as presented. G. Buckman seconded, all in favor, motion carried (4-0).

*Continued Public Hearing*

Next order of business, Definitive Subdivision for JP Dell LLC (owner/applicant): 12-lot cluster housing subdivision (Porter Page Road) off Bean Porridge Hill Road (Tax Map 29, Lot 3).

D. Bartkus made a motion to continue the hearing to August 17, 2021. G. Buckman seconded, all in favor, motion carried (4-0).

Next order of business, Westminster Business Park: request to bond roadway and infrastructure for Lot I-7.

B. Marchetti informed the Board the interested party, Jumbo Capitol has not closed on the sale yet.

B. Marchetti noted the owners cannot sell the lot until all the utilities are in place. B. Marchetti reviewed the estimates for the bond with Tetra-Tech and noted all the utilities are in the right of way. The DPW and Tetra-Tech have signed off on the estimates.

B. Marchetti presented two bond estimates, the first is \$2.335 million and the second is \$1,925,123.77.

B. Marchetti stated there will be site visits by Tetra-Tech and pictures will be taken and submitted throughout the project.

D. Bartkus made a motion to approve the bond of \$1,925,123.77. G. Buckman seconded, all in favor, motion carried (4-0).

Last order of business, Reorganization of Planning Board officers.

M. Auger made a motion to nominate Larry Skamarycz as the Chairman, D. Bartkus seconded, all in favor, motion carried (4-0).

D. Bartkus made a motion to nominate M. Auger as Vice-Chair, G. Buckman seconded, all in favor, motion carried (4-0).

Gregg Buckman volunteered to serve as the Board's representative to both the Montachusett Regional Planning Commission and the Joint Transportation Committee.

Adjourned: 7:32 pm

Materials reviewed this meeting:

- Approval Not Required (ANR) plan for Jacques & Christine Dufresne, one new house lot at 6 Washington Drive, Map 147, Lot 102.
- Approval Not Required (ANR) plan for Ashley & Kyle Forrest, no new building lot, adding land from an abutting lot, 12 Lighthouse Lane, Tax Map 157, Lot 15.6.
- Westminster Business Park: request to bond roadway and infrastructure for LotI-7.