



# Town of Westminister

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

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Dan Bartkus

Lawrence Skamarycz

Mike Smith

## PLANNING BOARD MEETING MINUTES

Westminster Senior Center

November 24, 2020

Members present: Jon Wyman, Marie Auger, Mike Smith, Larry Skamarycz, and Dan Bartkus

Staff: Town Planner, Stephen Wallace

Additional Attendees: Justin LeClair (McCarty Engineering) and Jill Normandin

J. Wyman called the meeting to order at 7:00 PM.

First order of business: the minutes for November 10, 2020.

Marie Auger made a motion to accept the minutes for November 10, 2020, Dan Bartkus seconded, all in favor, motion carried (5-0)

Next order of business: Approval Not Required (ANR) plan for Amy Kukta, one new building lot at 31 Bathrick Road (Map 77, Lot 9). Justin LeClair presented on the applicant's behalf.

Marie Auger made a motion to endorse, seconded by Dan Bartkus, all in favor, motion carried (5-0).

Next order of business: Open Meeting Complaint filed by Jill Normandin regarding Planning Board meeting minutes.

The Planning Board reviewed the response to the complaint prepared by Town Counsel. Marie Auger made a motion to approve the response as is and have it sent to the Attorney General's office, Dan Bartkus seconded, all in favor, motion carried (5-0).

The Chairman then informed the Planning Board of an e-mail sent to him earlier in the day by Jill Normandin, complaining about how the Board prepares its minutes, what gets included and what doesn't get included. The Chairman asked the Board members if they had any issues regarding how the Board conducts its business and if they had any issues regarding how meeting minutes are handled. The Board members raised no issues.

Jill made a point of emphasizing her concerns regarding meeting minutes and their lack of detail and failure to capture dissenting opinions. The Chairman said he would forward Jill's e-mail to entire Board for review.

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Town Planner

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Town Planner informed the Board that yet another open meeting complaint has been filed with the Attorney General's office regarding the Board's meeting minutes and that the complaint has been forwarded to Town Counsel to draft a response. The Board will take up this matter at its next meeting on December 8th.

Adjourned: 7:30 pm

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