

PACKET

## **TOWN OF WESTMINSTER -Planning Board AGENDA**

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**Select Board Meeting Room – Town Hall – 11 South Street  
Tuesday 7:00 PM  
November 8, 2022**

7:00 PM - Open Meeting

*Administrative Matters*

- Approve meeting minutes from October 18, 2022.

*New Business*

- Extension Request for the Phase III Earth Removal Permit issued to Westminster Business Park, LLC submitted by McCarty Engineering, Inc.

Adjourn



# Town of Westminster

## Planning Board

Phone: (978) 874-7414

Tracy Murphy, Town Planner

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Gregg Buckman, Chair

Marie N. Auger, Vice Chair

Dan Bartkus

Jodi Snyder

Jacky Nally

### Planning Board Meeting Minutes – October 25, 2022, Westminster Town Hall, room 205

*Members Present:* Gregg Buckman, M. Auger, Dan Bartkus, Jodi Snyder, Jaclyn Nally,  
Town Planner Tracy Murphy

*Absent:* Andrea Mastrototora

*Additional Attendees:*

T. Tetrault

M Picariello

Kristina Picariello

Pete Normandin

Heather Billings

Elizabeth Friberg

Lauren Ladie

Anthony Dalli

Karen Moore

Mathieu Nowlan

Anne Lutz

G. Buckman called the meeting to Order at 7:00 pm and introduced new Town Planner, Tracy Murphy.

#### **Minutes from September 27, 2022**

The Minutes from September 27, 2022 were unanimously approved.

#### **ANR Plan 164 Worcester Road**

Approval Not Required plan for Elizabeth Friberg for the creation of one new building lot at 164 Worcester Road , Tax Map 162, Lot 1. The Board reviewed the plan and Marie Auger moved to endorse the plan as presented. There was a second by Dan Bartkus and the plan was unanimously approved. (5-0) The mylar and 4 copies were signed.

**ANR Plan 76 Knower Road**

Approval Not Required plan for Mathieu & Jacqueline Nowlan for the creation of one new building lot at 76 Knower Road, Tax Map 134, Lot 2.1. The Board reviewed the plan and Marie Auger moved to Endorse as an ANR lot. Dan Bartkus seconded the motion and the plan was unanimously approved. (5-0) The mylar and 4 copies were signed.

**Open Meeting Law Complaint Response**

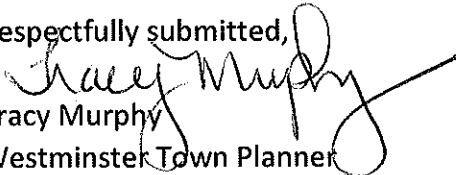
Board members were provided a copy of an Open Meeting Law Complaint from Anne Lutz to the Westminster Planning Board and the response from KP Law, Westminster Town Counsel. A motion to approve the response from Town Counsel was made by Dan Bartkus and seconded by Marie Auger. The motion carried (5-0).

7:18 pm Gregg Buckman called for a motion to adjourn the meeting.

Mrs. Lutz and others arrived and had questions of the Board. Gregg Buckman stated there would be no discussion or comment period. A motion to adjourn was called for. Marie Auger had a question for the Selectmen about a proposed 40B on Betty Spring Road. With questions and accusations being called out, Dan Bartkus seconded the motion to close the meeting and all were in favor. Several members of the audience remained and the police were called to clear the room.

**Documents discussed as this meeting:**

- Approval Not Required (ANR) plan for Elizabeth Friberg
- Approval Not Required (ANR) plan for Mathieu and Jacqueline Nowlan
- Open Meeting Law Complaint Form – Anne Lutz
- Open Meeting Law Complaint Response from KP Law

Respectfully submitted,  
  
Tracy Murphy  
Westminster Town Planner



October 6, 2022

Gregg Buckman, Chairman  
Westminster Planning Board  
Westminster Town Hall  
11 South Street  
Westminster, MA 01473

Via: E-mail

Ref.: Westminster Business Park  
Phase III Permit Extension Request – Lot I-7  
Westminster, Massachusetts

Dear Board Members:

On behalf of The Westminster Business Park (WBP), LLC, McCarty Engineering, Inc. (MEI) is requesting the following action be taken regarding the current Earth Removal Permits for the Westminster Business Park project.

- Phase III Earth Removal Permit be extended retroactively another two years. The current permit expired on 8/28/2022.

We look forward to working with the Planning Board in the review of the requested permit extension. Please don't hesitate to contact me at 978-534-1318 if you have any questions or require additional information.

Sincerely,

Brian Marchetti, PE  
Vice President

[HTTPS://MCCARTYDB.SHAREPOINT.COM/SHARED DOCUMENTS/ENGINEERING/PROJECTS/MEI/121-POWELL/121.03-WESTMINSTER BUSINESS PARK/LETTER/2022-10-06 PHASE III EARTH REMOVAL PERMIT EXTENSION REQUEST.DOCX](https://mccartydb.sharepoint.com/Shared%20Documents/Engineering/Projects/MEI/121-POWELL/121.03-WESTMINSTER%20BUSINESS%20PARK/LETTER/2022-10-06%20PHASE%20III%20EARTH%20REMOVAL%20PERMIT%20EXTENSION%20REQUEST.DOCX)

