

**Leicester Planning Board Meeting Minutes
February 04, 2014**

MEMBERS PRESENT: Jason Grimshaw, David Wright, Debra Friedman, Sharon Nist, Adam Menard

ASSOCIATE MEMBERS: Kathleen Wilson

MEMBERS ABSENT: Michelle Buck, Town Planner

IN ATTENDANCE: Barbara Knox, Board Secretary

MEETING DATE: February 04, 2014

MEETING TIME: 7:00 pm

AGENDA:

7:00PM Executive Session:
(MGL.Ch.30 sec.21.3 – to discuss strategy with respect to litigation)

7:15 PM Approval of Minutes:
December 3, 2013

7:30PM Public Hearing:
Proposed Amendments, Planning Board Fee Regulations

7:45PM Public Application:
ANR Plan, 104 Huntoon Memorial Highway

8:00PM Town Planner Report/General Board Discussion:
A. Budget
B. Miscellaneous Project Updates
C. Pondview Update
D. Open Space Plan
E. E-Permitting/GeoTMS

Mr. Grimshaw called the meeting to order at 7:00PM.

Executive Session:

MOTION: Ms. Nist moved to go into Executive Session under Mass General Law Chapter 30A, Section 21(a)3, to discuss strategy with respect to collective bargaining or litigation.

SECONDED: Mr. Wright – Discussion: None.

Poll Vote: Mr. Menard - Aye; Mr. Wright - Aye; Ms. Nist - Aye; Mr. Grimshaw - Aye; Ms. Friedman – Aye.

MOTION: Mr. Wright moved to close Executive Session

SECONDED: Ms. Nist – Discussion: None

POLL VOTE: Mr. Menard – Aye; Mr. Wright – Aye; Ms. Nist – Aye; Ms. Friedman – Aye; Mr. Grimshaw – Aye.

Adjourned from Executive at 7:10PM

Approval of Minutes

12/3/2013

MOTION: Ms. Friedman moved to approve the Minutes of December 3, 2013.

SECONDED: Ms. Nist – Discussion: None.

VOTE: All in Favor.

Before taking up the next agenda item, Ms. Friedman asked if it were possible to have the Board's Meeting Packet sent by email instead of it being sent by US Mail, saving on the cost of postage and paper. All agreed.

Public Application:

ANR Plan 104 Huntoon Memorial Highway

This plan is conveying 21,195sf of land (parcel A) to Lot 1 in order to add a 6,000sf steel building for furniture retail.

MOTION: Ms. Friedman moved to approve the ANR Plan for 104 Huntoon Memorial Highway.

SECONDED: Ms. Nist – Discussion: None.

VOTE: All in Favor.

Town Planner Report/General Board Discussion

- A. Budget
- B. Miscellaneous Project Updates
- C. Pondview Update
- D. Open Space Plan
- E. E-Permitting/GeoTMS

The Town Planner's Report will be postponed until the next Board Meeting; Ms. Buck was not present due to illness.

Ms. Nist, who sits on the Open Space Committee, reported that the first meeting of the Open Space Committee was held on Wednesday, January 29, 2014. Present were: herself, Ms. Buck, John Marc-Aurele and the two Conway School Students. The main topic of discussion was on the preparation and finalization of questions for the Open Space Survey, then picking a date to hold the Open Space Forum. A link will be requested for the front page of the Town's Web page for anyone interested in taking the Open Space Survey online. Paper copies of the survey will be left at the Public Library, Senior Center, Cooper's Farm and both Post Offices, and notice will be inserted in the Spencer New Leader delivered to all Leicester subscribers.

Public Hearing

Proposed Amendments, Planning Board Fee Regulations

Mr. Grimshaw called the Hearing to order at 7:30PM, read the notice into the record and then opened discussion to the Board.

Ms. Friedman said that when proposing a fee increase, the biggest thing is the percentage in which it goes up. The Planning Board has not increased their fees for long time and the Town Planner has recommended a 5% increase. She felt a 5% increase was very reasonable, especially given how the cost of doing business in the Town Hall has increased.

Mr. Wright noted the last increase was in 2003.

Ms. Friedman said it's been 11 years and think of everything else that has gone up in 11 years.

Mr. Grimshaw agreed and felt a 5% increase was reasonable.

With no further discussion, Mr. Grimshaw asked for a motion to support.

MOTION: Ms. Friedman moved to approve the suggested 5% fee increase to the Leicester Planning Board's Regulations Governing Fees and Fee Schedules.

SECONDED: Ms. Nist – Discussion: None

VOTE: All in Favor

MOTION: Mr. Wright moved to adjourn the meeting

SECONDED: Ms. Nist – Discussion: None

VOTE: All in Favor

Meeting adjourned at 7:40PM

Respectfully submitted:

Barbara Knox

Barbara Knox

Documents included in the mailing packet:

- Agenda
- Memo from Michelle Buck, Town Planner to the Planning Board Members, 1/30/2014
- Planning Board Minutes of 12/3/2013
- Draft amendment of the Planning Board's Fee Schedule

Documents submitted at meeting:

- None

Approved by the Planning Board on March 4, 2014