



Office of  
**THE PLANNING BOARD**  
272 Main Street  
Townsend, Massachusetts 01469  
978-597-1722 [www.townsend.ma.us](http://www.townsend.ma.us)

Lance J. McNally, Chairman

Laura Shifrin, Vice Chair

Carol Hoffses, Associate Member

Charles Sexton-Diranian, Clerk

Jerrilyn T. Bozicas, Member

**Planning Board Meeting Minutes**

Monday, September 28, 2020, at 6:30 PM

VIRTUAL MEETING

VIA: ZOOM PER GOVERNOR'S ORDER SUSPENDING CERTAIN PROVISIONS  
OF THE OPEN MEETNIG LAW, G.L. c. 30A, § 20†

**PUBLIC ACCESS ZOOM MEETING LINK: Join Zoom Meeting**

Meeting ID: 437 074 6322

Passcode: [REDACTED]

**1 PRELIMINARIES: votes may be taken.**

- 1.1 Call the meeting to order and roll call. Chairman McNally called the meeting to order at 6:34 P.M.  
Present: Lance McNally, Chair, Carol Hoffses, Charles Sexton-Diranian, Jerrilyn Bozicas. Carol Hoffses was appointed by the Chairman to full member status for the meeting.  
Others present Elizabeth Faxon, Planning Board administrator, Andrea Wood (phone), Stanley Dillis, Gary Amadon, Kayla Kress, MRPC.
- 1.2 Chairman's additions or deletions. 3.7 delayed the reappointment of the Master Plan committee to the next Planning Board meeting. 3.8 deferred to next planning Board meeting  
Chairman McNally then took work session 3.5 DLTA MRPC Townend Chapter 43D feasibility grant support action items out of order and Kayla Kress presented the materials she prepared for the CH.43D feasibility study. She prepared a matrix of 8 properties analyzed with respect to the criteria that the State considers when reviewing potential Priority Development Sites. She recommended removing the Settle shop from the list due to its' small size and potential development limitations. The Board discussed reducing the list to three properties. C. Sexton-Diranian commented on prioritizing Central Plaza because the owner has interest, The Dudley Road property and the Squannacook elementary school.

The Zoom Planning Board public meeting was disrupted by an outside source and was abandoned by all in attendance at 6:43 p.m.

Respectfully submitted,

Approved on: November 16, 2020

Elizabeth Faxon

Planning Board administrator

† Per the Governor's Order, and during the State of Emergency now-in-effect or until sooner rescinded, public bodies are relieved from the requirement that they conduct their meetings in a public place that is open and physically accessible to the public; provided, however, that all public bodies shall ensure public access to deliberations through adequate, alternative means, which include (but are not limited to) telephone, internet or satellite enabled audio or video conferencing or other technology that enables the public to clearly follow the proceedings of the public body while they are occurring. The Order also allows remote participation by all members of a public body; and waives the requirements that a quorum and the chair be physically present at the meeting location.

Items on file:

1. Excel spreadsheet Townsend potential PDS sites.
2. Application for Stormwater management permit – 3 Wheeler Road
3. Application for cell tower Site Plan review special permit renewal – 12 Ball Road
4. Application for site plan review special permit – 9 Center Street

Materials are available digitally on request by emailing [bfaxon@townsendma.gov](mailto:bfaxon@townsendma.gov)

**Topic: Townsend Planning Board virtual public meeting via Zoom.**

Time: Sep 28, 2020 06:30 PM Eastern Time (US and Canada)

## Join Zoom Meeting

11087738 | <https://doi.org/10.1002/ange.201811087> | Published online 12 September 2018

Meeting ID: 437 074 6322

Passcode: 9inAZk

One tap mobile+13126266799,,4370746322#,,,,,0#,,866611# US  
(Chicago)+16465588656,,4370746322#,,,,,0#,,866611# US (New York) Dial by your location+1  
312 626 6799 US (Chicago)+1 646 558 8656 US (New York)+1 301 715 8592 US (Germantown)+1  
346 248 7799 US (Houston) +1 669 900 9128 US (San Jose)+1 253 215 8782 US (Tacoma)

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Passcode: 866611

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