

**WEST NEWBURY PLANNING BOARD**  
**MINUTES OF MEETING**  
December 18, 2018

Pursuant to a meeting notice posted by the Town Clerk that was delivered to all Board members, a meeting of the West Newbury Planning Board was held on December 18, 2018 at 7:00pm in the Planning Office at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Raymond Cook, Kim Monahan and Brian Murphey were present. Town Planner Leah Zambenardi was also in attendance.

**Review of Large-Scale Ground-Mounted Solar Photovoltaic Overlay District Bylaw**

Bardeen provided an overview of the review to date. She stated that the Board brought forth an article for Fall Town meeting. After the public hearing and a meeting with the Selectmen on the proposal, the Board found that more work was needed and recommended that no action be taken. The Board expects to address the concerns and resubmit for Spring Town meeting. She stated that the Board has worked on tweaking the setback requirements and adding buffer language. She referred to the size limitation and stated that the concern in the fall had been over the limitation on output rather than size. The Board discussed aspects of the bylaw including:

- Overlay District boundaries should conform to the parcel boundaries;
- Special Permit would no longer be required for the use;
- Re-work section on dimensional requirements to eliminate the columns in the table that are not needed;
- Reduce the height requirement 15-feet for appurtenant structures.

Cook stated that a goal is to encourage developments that best preserve the rural character. The Board discussed allowing an increase in the maximum size and a reduction in the minimum setback by Special Permit.

Rose Vetere, 44 Coffin Street discussed her concerns with the special permit.

**Review of Open Space Preservation Development – Planning Board**

Bardeen noted that the Board seems satisfied with the changes that were proposed in the fall. She stated that it was derailed at Town Meeting because of a member of the public who didn't have a clear understanding of the proposal. She stated the Board can resubmit the proposal because the Board recommended approval of the article at fall town meeting. Members discussed how to better communicate the proposals with the public and engage with them before Town Meeting. Members decided to have a public meeting on the proposals on January 22<sup>nd</sup> and to invite Selectmen to attend.

**Discussion of FY20 Budget and Budget Calendar**

Zambenardi stated that the budget is due at the beginning of January. Members discussed, reviewed and edited the draft document and directed Zambenardi to make revisions and submit on behalf of the Board. Bardeen will sign the final document.

**General Business**

*Updates*

West Newbury Planning Board, Minutes, December 18, 2018. Approved March 19, 2019

-MS4 Permit: Zambarnardi provided a brief update on the permit noting that the new DPW Director will take the lead on the project.

-New DPW Director: Zambarnardi stated that she met with Wayne Amaryl to discuss his role in reviewing projects before the Planning Board.

*Minutes* – Members of the Board reviewed and edited the minutes of October 16, 2018, November 6, 2018 and November 20, 2018. At the conclusion of the review of each set of minutes, votes were taken as follows:

October 16, 2018: Bardeen made a motion to approve the minutes with corrections. Murphey seconded the motion and it carried unanimously 3-0-2 (Bridges and Monahan in abstention).

November 6, 2018: Bardeen made a motion to approve the minutes with corrections. Bridges seconded the motion and it carried unanimously 5-0.

November 20, 2018: Cook made a motion to approve the minutes with corrections. Bardeen seconded the motion and it carried unanimously 5-0.

The minutes of the December 4, 2018 meeting were tabled to the next meeting.

-*Vouchers*: Members of the Board signed vouchers for payments to Meridian Engineering for peer reviews and to Minuteman Press for office supplies.

-*Administrative Details* - Recording Secretary: Zambarnardi stated she has received 2 resumes for the position and will set up interviews for after the holidays.

### **Adjournment:**

The meeting was adjourned at 9:30 PM

Submitted by,

Leah Zambarnardi  
Town Planner