



**TOWN OF BLANDFORD**  
**Office of the Planning Board**  
1 Russell Stage Road  
Blandford, MA 01008  
[www.townofblandford.com](http://www.townofblandford.com)

## **Planning Board**

Michael Hutchins, Chair  
Edna Wilander, Vice Chair  
Sarah Simpson, Secretary  
Paul Martin, Accountant  
Stephanie Chaffee, Member

# **Planning Board Meeting Minutes**

**December 2, 2020**

Present: Michael Hutchins, Paul Martin, Edna Wilander, Stephanie Chafee (via Zoom) – Planning Board

Absent: Sarah Simpson

Present via teleconference: Joshua Garcia - Town Administrator, Ken Comia - PVPC, Christine Hansen – 138 Otis State Road, Dominica Carderelli - Belle Fleur, CEO, David Clark - Belle Fleur, Joanne Martin, - RMPC Vice Chair, Mark LaRoche – Foresight Land Services

OPEN MEETING –6:58 PM

Motion: to accept October 7, 2020 minutes as written was made and seconded. Voted unanimously.

No Minutes for the November 4, 2020 – Meeting cancelled due to Covid-19 issues.

## **NEW BUSINESS**

### ***New Planning Board Member***

Michael Hutchins introduced Stephanie Chaffee, appointed by the Select Board to fill the vacancy on the Planning Board.

### ***138 Otis Stage Road – New ANR***

Kirt Mayland presented an Authorization Not Required change to the Belle Fleur properties located at 138 Otis Stage Road. He requested that 27.4 acres be added to the 9.1 acres previously approved by a lot split to Lot 415-0-6 belonging to 140 Otis Stage Road. Changes were discussed with the owners and Belle Fleur personnel, to better identify the properties being split.

Motion: A motion to approve the ANR was made and seconded. Voted unanimously.

### ***Application Fees, Bonds and Escrow Accounts, etc.***

Paul Martin outlined with Belle Fleur and other interested parties, the costs associated with application fees, escrow for the Town to hire experts as needed during the application and building processes.

### ***Contract – Ken Comia - PVPC***

Joshua Garcia – Town Administrator, asked that the Board approve the contract with the Planning Board and Ken Comia – PVPC for consulting services. The Board had been sent the draft via e-mail in advance of the meeting. A discussion ensued and updates were requested:

1. Request that hourly costs be identified and segregated on all invoices.
2. Separate invoices be done for each escrow project assigned.
3. Start date be changed to December 14, 2020.



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Changes were agreed to.

Motion: The Board moved to approve the Contract with the revisions and send to the Select Board for their review and signature.

Motion was made and seconded. Voted unanimously.

***Electrical Inspector***

Joshua Garcia informed the Board that the Town has hired a new Electrical Inspector, Jon VanHeynigen.

***Resilient Master Plan Committee***

Joann Martin was introduced by Joshua Garcia as the Vice Chair of the RMPC. She asked that the PVCP rep. and the RMPC be added to the Agenda for all Planning Board Meetings through June 30, 2021.

She went on to outline the progress made to date and to request the Planning Board members send their suggestions for the community master plan surveys before the next RMPC meeting on December 17, 2020.

***Planning Board Budget***

Paul Martin asked Joshua Garcia for clarification of some of the budget forms that were sent to the Planning Board. A discussion ensued and it was agreed that Michael Hutchins and Paul Martin will work together to complete the task.

**OLD BUSINESS**

***Park Avenue Solar***

Michael Hutchins reported on Solar Projects. Park Avenue is almost done and will be looking into donating some work to the Town.

A motion to close the meeting was made and seconded. Voted unanimously.

Meeting closed at 8:24 PM.

Respectfully Submitted,

Edna Wilander

Michael Hutchins, Chairman

Edna Wilander, Vice Chair

Paul Martin, Member

Sarah Simpson, Secretary

Stephanie Chaffee, Member