



# Town of Ashland

MASSACHUSETTS

## Planning Board Meeting Minutes

Remote via Zoom Video Conferencing

June 24, 2021, at 7:15 PM – Approved at July 29, 2021 meeting

1 Present: Tricia Kendall  
2 Lakshmi Krishnan  
3 Deepa Venkat  
4 Anna Tesmenitsky  
5  
6 Absent: Joe Rubertone  
7  
8 Others: Peter Matchak, Town Planner  
9 Emma Snellings, Assistant Town Planner  
10  
11

### ***Call to Order***

12 Tricia Kendall, called the meeting to order at 7:15 PM and reviewed the meeting agenda. She  
13 explained the meeting was being held via Zoom and recorded by WACA TV. Ms. Snellings  
14 provided instructions on how to access the video conference, the meeting access numbers, and  
15 passcodes.  
16

### **Public Hearing – 0 Megunko Lane Site Plan Review**

17  
18 Mr. Matchak reported that he has not received renderings of the building required to move forward.  
19 Therefore, he stated he would send a letter by certified mail requesting that the applicant send the  
20 additional information and renderings. Until then, an appropriate time to return this item to the  
21 agenda will be determined.  
22

23  
24 Ms. Kendall stated that applicants must submit all of the Site Plan Review information requirements  
25 to ensure the hearings are productive or request a continuance.  
26

27 Ms. Krishnan made a motion to continue the 0 Megunko Lane public hearing until August 12,  
28 2021. The motion was seconded by Ms. Tesmenitsky; Krishnan-aye, Venkat-aye, Tesmenitsky-  
29 aye, Kendall-aye; with a vote of 4-0-0.  
30

### **Public Hearing – 355 West Union St. Site Plan Review**

31 Mr. Matchak reported that the applicant, TJ's, has not submitted a completed Site Plan that shows  
32 the ingress and egress of the traffic with their request for permanent outside seating, therefore a  
33 continuance of the Design Plan Review and Site Plan Review public hearing is needed.  
34

35  
36 Mr. Matchak cited Governor Baker's recently approved legislation that allows restaurants to  
37 continue their current outdoor seating until April 22, 2022.  
38

39 Ms. Tesmenitsky asked, and Mr. Matchak confirmed that the application will also address the  
40 parking lot condition and safety.  
41

42 Ms. Kendall asked, and Mr. Matchak responded that the board can determine the number of  
43 continuances to accept before the applicant must reapply.  
44

45 Ms. Krishnan made a motion to continue the 355 W. Union St. public hearing and Site Plan  
46 Review until July 15, 2021. The motion was seconded by Ms. Tesmenitsky; Krishnan-aye,  
47 Venkat-aye, Tesmenitsky-aye, Kendall-aye; with a vote of 4-0-0.  
48

### **Public Hearing – 123 Winter St. Scenic Road Permit**

49 Mr. Matchak reopened the 123 Winter St. public hearing and explained that as a follow-up, he and  
50 the Tree Warden completed a site visit, and he had a phone conversation with the property owner.  
51 He recommended that the town cut the stump to grade level, as grinding stumps is not typically  
52 done, and replanting in the proximity would be hindered by the stump. Mr. Matchak indicated that  
53

54 the property owner declined a replacement tree on her property, therefore planting a tree in an  
55 alternate location would be a possibility. Mr. Matchak also explained that the third tree on the street  
56 line has dead limbs that should be removed.

57  
58 Mr. Matchak talked about planned communication events to help educate scenic road residents about  
59 tree maintenance policies. There was a brief discussion about instructing town staff to only use  
60 formal written methods to provide residents bylaw procedures and compliance information, as verbal  
61 guidance could be construed as official direction.

62  
63 Ms. Tesmenitsky made a motion concerning 123 Winter St. to remove and cut the pine tree stump  
64 to ground-level, limb the remaining trees pursuant to the Tree Warden's recommendation and find  
65 an appropriate location on the scenic road to plant a replacement tree. The motion was seconded  
66 by Ms. Krishnan; Krishnan-aye, Venkat-aye, Tesmenitsky-aye, Kendall-aye; with a vote of 4-0-  
67 0.

68  
69 Mr. Matchak indicated that he would draft a decision, attach it to the application, distribute it  
70 to the board, and follow up with the Town Clerk.

71  
72 **Approval of Minutes**

73 Ms. Kendall made a motion to approve the minutes from March 25, 2021, as amended. The  
74 motion was seconded by Ms. Krishnan; Krishnan-aye, Venkat-aye, Tesmenitsky-abstain,  
75 Kendall-aye; with a vote of 3-0-1.

76  
77 Ms. Krishnan made a motion to approve the minutes from April 8, 2021, as amended. The  
78 motion was seconded by Ms. Venkat; Krishnan-aye, Venkat-aye, Tesmenitsky-abstain, Kendall-  
79 aye; with a vote of 3-0-1.

80  
81 Ms. Krishnan made a motion to approve the minutes from May 27, 2021, as drafted. The motion  
82 was seconded by Ms. Tesmenitsky; Krishnan-aye, Venkat-aye, Tesmenitsky-aye, Kendall-aye;  
83 with a vote of 4-0-0.

84  
85  
86 **Administrative Matters: future meetings, public hearings**

87 The members suggested that they email Mr. Matchak items to consider adding to the board's  
88 goals.

89  
90 The next Planning Board meetings are scheduled for July 15, 2021, and July 29, 2021. The  
91 members discussed potentially arranging a hybrid meeting model going forward. However,  
92 Mr. Matchak indicated that the technical logistics for that model were still being worked out.

93  
94 The next applications before the board include the Mindess School Project and Phase VII of  
95 the Village of the America mixed-use section.

96  
97 Ms. Kendall disclosed that Paul Kendall, the Chair of the Mindess School Building Committee,  
98 is her husband.

99  
100 The members discussed scheduling an open pre-meeting to review the history and details of  
101 both projects to get a clear understanding prior to the public hearings. Mr. Matchak said he  
102 would consult Town Counsel.

103  
104 Ms. Snellings announced that she will be taking maternity leave in September. The members  
105 all congratulated Ms. Snellings.

106  
107 Mark Dassoni commented on the Mindess School, and Phase VII of the Village of the America  
108 projects and suggested inviting the developers to provide an overview and talking points.

109  
110 **Report from Board Members and Town Planner**

111 None.

112

113 ***Adjournment***

114 Ms. Krishnan made a motion to adjourn the meeting at 8:45 pm. The motion was seconded by  
115 Ms. Tesmenitsky; Krishnan-aye, Venkat-aye, Tesmenitsky-aye, Kendall-aye; with a vote of 4-0-  
116 0.

117

118 ***Documents***

- 119 1. June 24, 2021 agenda  
120 2. Draft Minutes for March 25, 2021 meeting  
121 3. Draft Minutes for April 8, 2021 meeting  
122 4. Draft Minutes for May 27, 2021 meeting  
123