**Minutes of the Town of Lee Planning Board**

**December 11, 2023**

**6:00 pm Lee Town Hall Courtroom**

**Present**: Buck Donovan (Chairperson), Peter Bluhm, David Forrest, Peg Biron, Conrad Decker, Daniel Blaisdell (alternate).

Select Board Member Gordon Bailey, Resident Kathy Hall, Resident Chris Gerardi (Erskine Drive) and Resident Susan Connolly (Erskine Drive) were also in attendance.

**Call to Order**: Meeting was called to order, and a quorum was declared at 6:01pm. on December 11, 2023, by Chairperson Buck Donovan.

**Public Comment:** Resident Hall commended the board for their work during the Special Town Meeting on December 6th, 2023.

**Minutes:** P. Bluhm moved to accept the November 13th minutes barring minor corrections. P. Biron seconded. Motion passed unanimously.

P. Bluhm moved to accept the November 27th minutes barring minor corrections. D. Forrest seconded. Motion passed unanimously.

**Erskine Drive – Vote to release Covenant:** Chris Gerardi, the President of the Erskine Drive Homeowner’s Association, asked for the release of Lots 2-8 as Lot 1 was released previously, but no other lots were. Town Counsel approved the E-2 Form. Lenny Tisdale, DPW Superintendent, and the Fire Department have been through and ok’d the Lots. D. Forrest made a motion to accept Form E-2 for the final release of Lots 2-8. P. Biron seconded. Motion passed unanimously.

**Discussion – Zoning amendment for annual town meeting:** Town Counsel recommended to strike ‘five’ as well as ‘usual’ in the proposed amendment for the annual town meeting.

There was short debrief about the special town meeting that occurred on December 6th. P. Bluhm stated that there was an error with the definition of an attached dwelling unit (ADU), and there was discussion about fixing that in the future. D. Forrest mentioned that more information should be given out to the public so when they attend meetings there are less questions that could be answered in a write up. P. Bluhm mentioned that many people do not read the local papers where the information about town meetings are posted. B. Donovan asked SBM Bailey about a potential message board, and other ways to get the word out to townspeople. D. Blaisdell mentioned an idea about a potential community app, where people can see all town events. He also mentioned getting a mailing list for every resident to receive direct mail.

**Discussion – Greylock concrete berm:** C. Decker brought up that a concrete berm has been removed from the new location of the Greylock Credit Union at 41 Park Street. C. Decker used to own property in the plaza, and knew that the original Trustco bank that was built at that location was required to have a concrete berm separating the outlet of the drive-thru and the entrance to the rest of the plaza. The current site plan of Greylock does have in the refinishing of the concrete berm, however, there is currently no berm and instead painted lines where a berm would be. D. Forrest said that the paint may be a temporary fix until concrete is poured, and said that the Zoning Enforcement Officer (ZEO) should check in with the general contractor for the Greylock. P. Biron mentioned that the concrete berm is good for pedestrian safety, and should be installed. D. Blaisdell raised the issue of insurance liabilities if someone were to get injured, especially with impending snow, where the berm is supposed to be. SBM Bailey questioned the condition of the original permit, and said that if the permit requested a berm, that the berm needs to be there. B. Donovan made a comment that he believed that the berm was in actuality more of a hazard. The land use assistant will check in with the ZEO on current updates with the project and report back to the board.

**Update – Master Plan Committee:** P. Bluhm reported that the master plan committee wants to have a public hearing, which will most likely occur in March. P. Bluhm is attending the Lee Community Development Corporation (CDC) meeting on December 12th. SBM Bailey mentioned that he is a member of the CDC, and unfortunately there were issues posting their agenda, so the members will be there to hear P. Bluhm’s presentation about the master plan but cannot give any feedback or have deliberation.

**Update – Community Preservation Act:** P. Biron reported that the CPA Committee met and voted on several projects. All were approved. There will be a large proposal after the January meeting at a public hearing for dispersing funds. P. Biron mentioned that she usually cannot attend the meetings due to the time a day (as CPA meets at 4:30pm on Mondays), but was receiving minutes and updates from Chris Brittain, Town Administrator, and Resident Kathy Hall who is also on the CPA committee. P. Bluhm asked a question regarding which category the Lee Sportsman’s Club would be receiving money from if this proposal passes. Resident Hall said that it would come from the recreation category. There were questions regarding the proposed bike path as well. SBM Bailey responded saying that this has been in the making for 18+ years, and the ‘hold up’ on the project is that one land owner did not donate their right of way. The end goal of this bike path is to connect it to Lenox.

**Adjourn:** P. Bluhm made a motion to adjourn. P. Biron seconded. Motion passed unanimously. Chairperson Donovan declared the meeting adjourned at 7:31pm.   
  
Respectfully submitted by Brooke Healy.