

**Planning Board Meeting Minutes**  
**May 4, 2022**

Present: Chair Ross Lemansky, Jean Vincent, John Smith, Bill Fontaine

Zoom Presence: Member Don Clay

Staff Members: Planning Director Randy Benson, Administrative Assistant Jayne Garney

Not Present: Associate Member Alycia Dzik

Chair Ross Lemansky called the meeting to order at 7:00 p.m.

7:00 p.m. Executive Session

Member Don Clay made a motion to enter into Executive Session; M.G.L. c. 30A, Sec. 21(a) #3-to discuss strategy with respect to collective bargaining or litigation (VGG) if an open meeting may have a detrimental effect on the bargaining or litigating position for the public body, and the chair so declares and to reconvene to open session to take any action necessary related to executive session items, if needed, and to adjourn. Member Jean Vincent seconded the motion.

Roll call: Don Clay-aye, Jean Vincent-aye, Bill Fontaine-aye, John Smith-aye, Chair Ross Lemansky-aye. Motion approved.

Call to Order-Regular Planning Board Meeting @ 8:00 p.m.

Member Don Clay made a motion to enter into an open meeting. Member Jean Vincent seconded the motion.

Roll call: Don Clay-aye, Jean Vincent-aye, John Smith-aye, Bill Fontaine-aye, Chair Ross Lemansky-aye. Motion approved.

8:00 p.m. Public Hearing-Gary Jackson, LLC Site Plan Modification

Present for the review was applicant Gary Innamorati.

Planning Director Randy Benson stated the site plan application is to construct a 2,975 s.f. building at 451 Worcester Road and 5 Glenmere Road.

The property at 451 Worcester Road has an existing used car dealership on it, and the property at 5 Glenmere Road has a single-family home on it. The proposed building will replace the existing building with associated site work and parking. The property is zoned Community Business (CB).

The Board reviewed the May 2, 2022 Graves Engineering, Inc. peer review. Mr. Benson stated #29 of the Graves Engineering, Inc. peer review stated the source of the property line and detailed/topographic information needs to be documented on the plan.

The Board reviewed the landscaping plan.

Chair Ross Lemansky asked if anyone from the public would like to speak.

Abutter Karon Marcelli of 4 Glenmere Road reviewed the landscaping plans. She reviewed with applicant Gary Innamorati the location of her fence for buffering.

Member Bill Fontaine made a motion to continue the Gary Jackson Motors, LLC Site Plan Modification public hearing to May 18, 2022. Member Jean Vincent seconded the motion. All members were in favor.

8:15 p.m. Public Hearing (Continued)-Edwards Services, LLC Site Plan Application-Fuel Station & Convenience Store-16 Sturbridge Road (Route 20)  
Planning Director Randy Benson stated he will need a letter from Bertin Engineering, Inc. requesting a continuance before the next Planning Board meeting.

Approval-Not-Required:

KLSP Potter Village Road Irrevocable Trust-Potter Village Road

Member Jean Vincent made a motion to approve the Potter Village Road ANR. Member John Smith seconded the motion. All members were in favor.

8:35 p.m. Minutes

April 20, 2022

Member Jean Vincent made a motion to approve the April 20, 2022 minutes as written. Member Bill Fontaine seconded the motion. All members were in favor, with Don Clay abstaining. Motion approved.

Other Business-Unknown at time of posting

The Board reviewed the letter for the Annual Town Meeting on May 16, 2022. The letter is a brief overview of changes in the Charlton's Zoning By-Law. Chair Ross Lemansky stated he would like them available for hand-outs at the Annual Town Meeting.

Adjourn

Member Jean Vincent made a motion to adjourn. Member Don Clay seconded the motion. All members were in favor.

Motion approved to adjourn @ 8:35 p.m.