

Town House

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Joanne Fiore, Adm. Assistant

**TOWN OF HAMPDEN
MASSACHUSETTS****Planning Board**

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Robert Howarth, Chair
Richard R. Green, Co-Chair
John Matthews
Edward Loiko
Jason Barroso

MINUTES OF THE HAMPDEN PLANNING BOARD**Regular Board Meeting****January 22, 2020**

Approved 02/12/2020

Board Members: Judge Robert Howarth
John Matthews
Richard Green
Jason Barroso

Adm. Assistant : Joanne Fiore

General:

Call to Order – Judge Howarth called the meeting to order at 6:02 PM.

Mail –

Bills – Payroll Signed

Minutes – John Matthews made a motion to approve the January 8, 2020 Regular Board Meeting Minutes. Edward Loiko seconded the motion. All in favor so approved (3-0). Those voting in favor were Judge Robert Howarth, John Matthews and Edward Loiko.

1) 128 South Road – Application for a Home Occupation under Section 7.12 for the creation of “PRAXPINS,” an enamel Pin Artist and Seller

Sarah Anne Drinkard of 128 South Road presented to the Board Site Plans for an enamel pin home occupation. The business will be run solely by Sarah who handles art commissions, correspondence with the pin manufacturer, and the selling/shipping of the pins to customers. Sarah indicated no pins are made on-site. They are sent to a pin manufacturing plant where the design is processed and made. She plans to sell the pins on Etsy.com and Shopify.com. Customers will only buy merchandise online. No additional parking is required. There will be occasional deliveries from USPS and FedEx. No sign is required. Richard Green made a motion to approve the home occupation as presented. Jason Barroso seconded the motion. All in favor so approved (4-0).

2) 10 Fox Run Lane – Application for a Home Occupation under Section 7.12 for a Home Office/Clerk Work for the Carpentry business “Crown Carpentry.”

Jenny Grenier of 10 Fox Run Lane presented to the Board Site Plans for a home occupation. She would like to have a home office to do the clerical work for her husband’s carpentry business, Crown Carpentry. All carpentry work is done off-site. There will not be deliveries to the home. Equipment will be stored in their garage and shed. There will not be additional employees. A sign will not be needed. Richard Green made a motion to approve the home occupation as presented. Jason Barroso seconded the motion. All in favor so approved (4-0).

3) Meeting with Stormwater Committee, Conservation Commission, Building Inspector, Board of Selectmen, and Town Administrator to discuss changes to be made to the General Bylaws regarding stormwater and other related topics.

6:12 PM – Ed Loiko arrived for the remaining of the meeting.

Stormwater Committee Members present for discussion: Gary Weiner, Chair; John Matthews, Dina Grochmal, John Plaster, Emily Tully from Tighe & Bond.

Gary Weiner presented the revised Stormwater Bylaw amendments and changes to the Board. He reported to the Board that in 2018 new rules and regulations have been developed by the EPA to regulate stormwater. Small communities are now required to regulate stormwater in a more positive manner. That's what is requiring the changes to the stormwater bylaw. They have been working with Emily Tully of Tighe & Bond to keep them on track for the five-year program to comply with certain requirements. Gary discussed what is required in each year and what they have accomplished to date. Gary mentioned that a Notice of Intent has been submitted by the town to the EPA to identify municipal stormwater issues or called the Municipal Separate Storm Sewer System (MS4 Program). Gary explained examples of any ground disturbance that would require a stormwater permit. The Building Inspector will be the tip of the spear; however, the Planning Board will have to adhere to design criteria which will have to be incorporated into our subdivision requirements for a subdivision.

Gary Weiner has requested the Planning Board get back to him with how the cost of the long-term maintenance of stormwater within a subdivision will be handled—either through a Homeowner's Association or the town. Each project will have to include costs and specifics regarding the long-term maintenance of stormwater. The bylaw requires long-term plans and the capability to pay before they issue permits. John Matthews gave the example of a catch basin—who maintains them and who pays for the cost of maintenance. Gary also mentioned that annual reports will have to be provided for the maintenance of the infrastructure pieces. Judge Howarth stated to add this discussion to the Board's February 12th Agenda.

4) Future of Planning Board Members

Other Business

John Matthews made a motion to appoint Jason Barroso as the PVPC Representative. Richard Green seconded the motion. All in favor so appointed. (5-0)

John Matthews also made a motion to appoint Edward Loiko as the Community Preservation Commission Representative. Richard Green seconded the motion. All in favor so appointed. (5-0)

Having no further business, Judge Howarth made a motion to adjourn at 7:25 PM. John Matthews seconded the motion. All in favor so adjourned.

cc: Assessor's Office
Building Dept.
Conservation Commission
Highway Dept.
Moderator
Selectmen
Zoning Board of Appeals
Office Files

Submitted by Joanne Fiore, Adm. Assistant