TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
May 28, 2020

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TOWN OF LUDLOW

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Absent)
Christopher Coelho – Vice Chairman (Present)
Joseph Queiroga (Present)
Kathleen Houle (Present)
Rafael Quiterio (Absent)

Mr. Coelho acted as Chairman in Mr. Phoenix's absence.

The meeting began at 4:30 p.m. in the Selectmen's Conference Room via Telephonically (by order of the Governor's March 10, 2020 order titled "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, § 20" due to the COVID-19 Virus Outbreak)

ANR – 20 & 0 Stivens Drive (Map 16A, Parcels 152 & 151) Barry & Joanne Middleton (combine 2 parcels into one lot)

Barry Middleton was present for the appointment.

Mr. Middleton explained that he wants to combine two parcels that he owns into one.

Mr. Stefancik said that he went through the checklist and that he didn't see any outstanding items.

Ms. Houle: Mr. Chairman, I **MOVE** to endorse the ANR for 29 & 0 Stivens Drive for Barry and Joanne Middleton.
SECOND Mr. Queiroga.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Documents included: Master application; Subdivision Approval Not Required Plan – Stivens Drive Ludlow, MA – Owned by Barry J. & Joanne N. Middleton (March 15, 2020)

Mail Item #25 – Letter of resignation from John Pedro, Associate Member

Mr. Stefancik read in the resignation letter from Mr. Pedro.

Mr. Coelho: So, do we need a MOTION to accept that?
Ms. Houle: **SO MOVED.**
SECOND Mr. Queiroga.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Stefancik drafted a letter thanking Mr. Pedro for his service to the Planning Board.

For the purpose of outdoor dining establishments, we, the Planning Board, give temporary permission to the Town Planner to sign off on site plan sketches to show any accommodations needing to be made for outdoor dining during the COVID19 Pandemic.

Mr. Coelho said that he would like the plans to be electronically accessible to the Planning Board Members.

Mr. Queiroga: I make a **MOTION** to approve this temporary use of outside dining for some restaurants as long as this pandemic is still in force, and to make it easier for applicants to comply with the governor's recommendations.
SECOND Ms. Houle.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

- FILE Mail Item 24. - Legal Notices from surrounding communities
- APPROVE/SIGN Minutes of February 27, 2020; March 12, 2020; April 30, 2020
- SIGN Special Permits:
  - Dennis & Melanie Fialho – 169 Stevens Street (property management)
  - Paul Babiec – 69 Amherst Street (home remodeling)
  - Brandon Underwood – 17 Maple Street (landscaping)
  - Robert Ziemba – 26 Wilno Avenue (small machine shop)
  - Steve Levesque – 154 Cedar Street (landscaping)

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Mr. Queiroga: With no other business, I make a **MOTION** to adjourn.
SECOND Ms. Houle.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Meeting adjourned at 4:49 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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(All related documents can be viewed at the Planning Board Office during regular business hours.