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## PLANNING BOARD

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Paul Mattor, Chair  
Don Roth Jr, Vice Chair  
Peter Lovell  
Heather Sullivan  
Jessica Brackett  
Tom Witkowski  
Gregg McPherson

### Minutes of Planning Board Meeting 16 December 2021

**Members Present:** Paul Mattor, Chair; Don Roth Jr, Vice Chair; Heather Sullivan, Gregg McPherson, Tom Witkowski. Absent: Jessica Brackett, Peter Lovell

**Others Present:** David McCubrey, Mary Hoffman, Select Board; Martha Turner, Secretary; Tammy Munson CEO; David Galbraith SMPDC; Alain Carrier, Todd Hurtubise.

**Call to Order:** With a quorum present, the meeting was called to order by Chair Paul Mattor at 7:00 PM.

**Minutes:** Motion was made and seconded to approve minutes of 8 December 2021. Carried 3-0-2.

**Correspondence:** None

**Reports:** Mr. McCubrey reported that at last night's Select Board meeting the Board approved and signed off on two marijuana business applications for Joy Cutrone, 44 Hanson Lane.

**Unfinished Business:** Alain Carrier, Green Roots LLC; #2201-4145 Medical Marijuana Retail Store, 64 Hollis Road; #2201-4154 Medical Marijuana Cultivation, 62 Hollis Road. Both applications are being reviewed for completeness. Site visits to both properties were held today.

At 64 Hollis Road, there is an existing house with attached garage. The retail store will be expanded into the house; the house will no longer be used as a residence. There is also a small storage shed located on the property. Mr. Mattor asked the applicant to specify in writing on the plan what the entire residence will be used for, including the basement and the storage shed. Review of David Galbraith's memo from SMPDC. Mr. Mattor stated that one of the goals of the written site plan is to provide guidance so future Code Enforcement Officers can confirm that the existing uses are the ones originally approved by the Planning Board.

Parking plans were reviewed. Mr. Carrier will provide screening between the parking lot and the neighboring house; screening may be shrubbery or fencing, as long as it prevents headlights from shining into the neighbor's windows.

At 62 Hollis Road, there is a warehouse building containing the existing medical marijuana cultivation operation. Parking plans were reviewed. Mr. Carrier stated that a tractor trailer truck, if necessary, could back out onto the parking area at 64 Hollis Road. Lengthy discussion of what would happen if one of the properties was sold to a new owner. Mr. Carrier could create a deeded right of way allowing sharing parking areas and driveways. A deeded right of way for the septic system could also be created, as one leach field serves both properties. Mr. Carrier will work with Ms. Munson regarding easements and rights-of-way.

Motion was made and seconded to find the application complete. Motion carried 4-0-1. The applicant will revise the site plan for 64 Hollis Road to show the parking and lighting plans, and the plans for the use of every room in the house, including the basement and the shed. Motion was made and seconded to schedule a public hearing for Thursday 6 January 2022 at 7:00 PM.



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**Unfinished Business:** Todd Hurtubise, Medication Station, 962 River Road; #2201-4148 Medical Marijuana Retail Store; #2201-4152 Medical Marijuana Cultivation. Both uses are contained within one building. Both applications are being reviewed for completeness. Site visit was held today. During the site visit, some members noticed odor present at the property line. Mr. Hurtubise stated that he has just ordered another air scrubber for the cultivation operation. He will also begin a detailed maintenance log for all his equipment. He will work with Code Enforcement on this project.

Mr. Roth stated that a new law is about to take effect that will require gas detector systems in all buildings which are served by gas, whether for cooking, heating or other use. Commercial operations will be affected before residences. Code Enforcement will work with the applicant on this question.

Parking plans were discussed, including a need to provide adequate signage so customers will easily recognize where they can and cannot park for the Medication Station. Mr. Hurtubise stated that he expects a maximum number of 12 cultivation employees at any one time, as well as two for the retail store. Applicant will work with Code Enforcement to provide a more detailed parking plan, including where lighting and signage will be placed.

Motion was made and seconded to find the applications complete. Motion carried 4-0-1. Motion was made and seconded to schedule a public hearing for Thursday 6 January 2022 at 7:00 PM. Motion carried 4-0-1. Mr. Hurtubise will also work with Code Enforcement to add additional details to the building plans, including locations of all entrances, exits, stairwells, storage areas, firewalls, and utilities including electricity, water, and gas.

**Plan for Next Meeting:** Thursday 6 January 2022, 7:00 PM.

**Adjourn:** Meeting adjourned 8:45 PM.

Minutes submitted by Martha Turner, Secretary  
Approved by Planning Board 6 January 2022