



PLANNING BOARD

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

Minutes of Planning Board Meeting 2 December 2021

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

Others Present: Dave McCubrey, Mary Hoffman, Select Board; Tammy Munson CEO; David Galbraith SMPDC; Alain Carrier, Todd Hurtubise, Joy Cutrone

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 meeting 18 November 2021. Carried 5-0-1.
Motion was made and seconded to approve minutes of 18 November 2021 site visit to 321 Hollis Road. Motion carried 3-0-3.

Correspondence: Copy of CFM calculator.

Reports: Mr. McCubrey reported that on 1 December 2021 a special town meeting was held. The Town voted to purchase the "Tea House" property next to the Indian Cellar Preserve.

Unfinished Business: Alain Carrier, Green Roots LLC. He has submitted two marijuana business applications and two Conditional Use Permit applications for the following:

#2201-4145 medical marijuana retail store at 64 Hollis Road,
#2201-4154 medical marijuana cultivation at 62 Hollis Road.

Regarding the proposed retail store at 64 Hollis Road, Mr. Mattor discussed factors involved in changing the existing building from a residence to a business. He noted that the floor plan reviewed tonight shows a kitchen and bedrooms that will have to go away. Mr. Carrier responded that he will be redesigning the entire building. Rather than being completely removed, could the existing kitchen be repurposed as a break room? Mr. Carrier stated that he plans to use the existing bedrooms as storage rooms. Mr. Galbraith noted that there are different building codes for residential vs. commercial properties. Motion was made and seconded to require a Condition of Approval that states the residential use will be discontinued. Carried 5-0-1.

Mr. Mattor asked that the applicant provide the Board with a sketch plan showing the proposed interior layout of the rooms and their uses, as well as the exterior of the building including lighting, and the location of sufficient parking spaces for employees and customers. All entrances and exits must be specified. An additional site plan for the cultivation building is also required, including sufficient independent parking for cultivation employees. For the cultivation operation, there will only be a maximum of three employees on the premises at any one time.

In discussing the fact that both properties are owned by Mr. Carrier, additional discussion of what would happen if one of the lots is sold. Ms. Munson emphasized that they are two separate properties with two separate deeds. Ms. Sullivan noted that if one of the lots is sold, the buyer would need to apply for a new marijuana business license. However, Mr. Mattor emphasized that any conditional use permit transfers with the property.

In discussing the cultivation facility at 62 Hollis Road, odor mitigation was discussed at length. Ms. Munson stated that she has not received any odor complaints. Motion was made and seconded to accept the odor control plan as submitted. Motion carried 5-0-1.

Discussion of what is delivered to each business, what size trucks, and how is the product moved from the cultivation facility to the dispensary. In the site plan for each business, Mr. Carrier was asked to show the dimensions of parking and turn-around areas, showing where there might be room for a tractor trailer to turn. For each building, Mr. Carrier was asked to provide a lighting plan showing the location and direction of all lights, as glare is often an issue for abutters.

Motion was made and seconded to schedule a site visit for 62 and 64 Hollis Road at 3:00 PM on Thursday 16 December 2021. Motion carried 4-1-1.



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Unfinished Business: Todd Hurtubise, Medication Station, two applications for medical marijuana businesses:

#2201-4148 medical marijuana retail store, 962 River Road

#2201-4152 medical marijuana cultivation, 962 River Road

Odor control plans were discussed. In the cultivation area, Mr. Hurtubise stated he uses an ozone generator that comes on automatically to remove odors. He brought one to the meeting for display. He also uses carbon filters. Mr. Hurtubise was asked to provide a detailed odor control plan indicating the size of the cultivation area, the model numbers of the filtering systems being used, maintenance schedule, how often serviced. Mr. Hurtubise will also provide a flow chart indicating how and where the product is handled, movement between cultivation and retail store.

Hours of operation will be 7:00 AM to 11:00 PM for the retail store. Mr. Hurtubise stated that there will be no more than six employees in the store at any one time. Both businesses will be in one building. Most of the building will be used for cultivation, including electrical and water systems. Floor plans must show the location of every item, including fire walls between. A site plan must show the location of the curb cuts, entrances to parking areas, and adequate number of parking spaces for staff and clients. There must be at least one parking space for each 150 square feet of retail space. Mr. Hurtubise stated that the parking area will not be paved. The site plan must show the location and direction of lighting for the building and for the parking area.

Motion was made and seconded to schedule a site visit at 962 River Road for 2:00 PM on Thursday 16 December 2021. Motion carried 4-1-1.

Plan for Next Meeting: Wednesday 8 December 2021 at 7:00 PM.

Adjourn: Meeting adjourned 9:00 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 8 December 2021