**TOWN OF GROTON PLANNING BOARD**

**June 26, 2025**

**Meeting Minutes**

A virtual meeting of the Planning Board was held on Thursday, June 26, 2025, at 7:00 p.m.

**Members Present:**

Ms. Lorayne Black, Chair

Mr. Paul Hathaway, Vice-Chair

Mr. Matthew Killam, Clerk

Mr. George Barringer, Board Member

Mr. Russell Burke, Board Member

Mr. Phil Francisco, Board Member

Mr. David Bonnett, Board Member

**Also Present:**

Mr. Takashi Tada, Land Use Director/Town Planner

Per the Massachusetts Attorney General’s guidance regarding the Massachusetts Open Meeting Law and Wiretap Law, Ms. Black stated that the meeting was virtual and being recorded, and all votes must be taken via roll call. Ms. Black introduced the Planning Board members who were present.

**Discussion – Groton Hill Music Center: Request to Modify Lighting Schedule.**

Ms. Lisa Fiorentino, Chief Executive Officer; Mr. Matt Malikowski, Director of Operations; and Mr. David Leary, Director of Marketing, were present on behalf of the Groton Hill Music Center.

Mr. Tada commented that he had received an email from Ms. Fiorentino requesting that the lighting shut-off time for school nights be extended by 30 minutes (10:00 p.m. to 10:30 p.m.) Ms. Fiorentino stated in her email that the proposed lighting extension would ensure a well-lit parking lot for students and faculty leaving classes in the evening. She noted that on nights they had a concert event, the lights would stay on until 11:30 p.m.

Ms. Fiorentino said the event schedule varies, but they frequently have some type of event every night of the week. They have classes Monday through Saturday.

Ms. Fiorentino and Mr. Malikowski explained the exterior lighting controls, which consist of five sections. Sections 1 and 2 are turned on for school nights and include the parking areas closest to the building entrance. Sections 3 and 4 are turned on for events and include the other parking areas further away from the entrance. Section 5 is the overflow parking area which has never been turned on because it is not connected to electrical service.

Ms. Black asked if the bollards were also on timers. Ms. Fiorentino replied that the bollards were on the same schedule as the parking lot lights.

Mr. Burke commented that he felt that the overspill of light from the parking lot lights was insignificant. However, the lights in the front entrance of the building (grand foyer) were too bright. Ms. Fiorentino replied that the lights inside the building were on sensors, pointing out that many times there were cleaning professionals in the building in the late evenings. She said they would look into the matter and mitigate where possible.

**MOTION**: Mr. Burke made a motion to allow Groton Hill Music Center to reduce the hours and/or intensity of their lighting operations in the future, without requiring the Planning Board’s approval each time. Mr. Hathaway seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Burke, Mr. Barringer, Mr. Bonnett, 6

 Mr. Hathaway, Mr. Killam, and Ms. Black

Nay: 0

**MOTION CARRIED: 6 – 0 – 1. (Abstained – Mr. Francisco)**

**MOTION:** Mr. Burkemade a motion that the Planning Board approve the applicant’s request to allow an extension of the School Only lighting schedule until 10:30 p.m. (From 10:00 p.m. to 10:30 p.m.) Mr. Hathaway seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Burke, Mr. Barringer, Mr. Bonnett, 6

 Mr. Hathaway, Mr. Killam, and Ms. Black

Nay: 0

**MOTION CARRIED: 6 – 0 – 1. (Abstained – Mr. Francisco)**

***Project Updates***

* Master Plan Implementation

Mr. Francisco stated that he would prepare a summary of items to be discussed with the Select Board, for review by the Planning Board members. He said that his objective was to have an agreed-upon list of items to discuss with the Select Board next month.

* Groton Hill Music Center – Already discussed.
* Gratuity Brook Farm Estates
	+ 20-day appeals period ended on June 26, 2025, without appeal.
* Village at Shepley Hill – There were no new updates.
* Kilbourn Place, 240 Main Street
* Noise mitigation updates. The Board of Health worked with the landlord and the tenants, and he had heard that the situation was being addressed.
* Village Meadows (Bluebird Lane) – Waiting for an “As-Built” plan.
* Groton Farms, 500 Main Street – There were no new updates.
* Monarch Path Subdivision – There were no new updates.

***Committee Updates***

* Complete Streets Committee – Work ongoing.
* Community Preservation Committee – There were no updates.
* Conductorlab Oversight Committee – There were no new updates.
* ZBA Updates
	+ No decision on 409 Martins Pond Road yet, next hearing date is July 16, 2025.
* Sign Committee – There were no new updates.

***General Business***

* Meeting Minutes
	+ Minutes from the April 10, 2025, meeting.

**MOTION:** Mr. Barringer made a motion to approve the minutes from the April 10, 2025, meeting, as presented. Mr. Francisco seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Burke, Mr. Barringer, Mr. Bonnett, 6

 Mr. Hathaway, Mr. Francisco, and Ms. Black

Nay: 0

**MOTION CARRIED: 6 – 0 – 1. (Abstained – Mr. Killam)**

Ms. Black asked Mr. Tada to review the Planning Board appointments for 2026.

***Planning Board Meeting Schedule***

* July 17, 2025 (Via Zoom)
* August 14, 2025
* August 28, 2025

***Adjournment***

**MOTION:** At approximately 8:05 p.m., Mr. Francisco made a motion to adjourn. Ms. Black seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Burke, Mr. Barringer, Mr. Bonnett, 7

 Mr. Hathaway, Mr. Francisco, Mr. Killam,

 and Ms. Black

Nay: 0

**MOTION CARRIED: 7 – 0 – 0.**

Respectfully submitted:

Trish Gedziun

Recording Secretary

*Approved 9/25/2025*