

TOWN OF WINCHENDON



AGENDA & NOTICE OF MEETING

Pursuant to the provisions of Chapter 30A, Sections 18-25 of the General Laws, as amended, notice is hereby given that a meeting of the following board, committee, or commission will be held on the date and time specified below. Said meeting will be open to the public and press and will be recorded.

BOARD/COMMITTEE: Planning Board – Meeting

DATE: August 18, 2020

TIME: 6:30 p.m.

LOCATION: Virtual meeting via Zoom

Meeting Attendance Directions (via Zoom):

Meeting ID: 935 2221 1992

Password: 7976957

To join via computer (option for video and/or audio)

<https://winchendonk12.zoom.us/j/93522211992?pwd=bnVJYmx2NU5xNDdVU3QwZ3Q2MEhndz09>

or

go to www.zoom.com and click 'join meeting' then follow prompts using info above

To join via phone

One tap mobile +13017158592,,93522211992#,,,,,0#,,7976957# US

or

Dial in at +1 929 436 2866 and enter the meeting info above as prompted

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Winchendon Planning Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at www.townofwinchendon.com. For this meeting, members of the public who wish to observe the meeting may do so via zoom using the information provided above. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Notice- The above topics do not prohibit additional last-minute or unforeseen matters.

The meeting room is handicapped accessible. With advance notice the Planning Board can arrange reasonable accommodation for persons with other disabilities. To request assistance; contact the Department of Planning & Development at 978-297-3537.

TOWN OF WINCHENDON



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BOARD/COMMITTEE: Planning Board – Meeting

DATE: August 18, 2020

TIME: 6:30 p.m.

LOCATION: Virtual meeting via Zoom

Meeting Agenda:

1. Call to Order
2. Announcements
3. Public Comment
4. Business:

Reorganization of Board Positions – Chair & Vice-Chair

MJTC appointment

6:35 pm ECOS Solar Site Plan Application - Spring Street; Assessor's Map 9, Parcels 97 & 98
Construction of a 9MW ground mounted solar array including work in wetland buffers and wetland crossings

6:40pm Public Hearing in conjunction with Tree Warden – Application for removal of Eastern White Pine (50" diam @ chest height) near 98 Hale St. for solar array.

Master Plan

Discussion of Committee –The Board is asked to consider reducing the committee to 5 members (from 7) to reduce quorum issues that prevent meetings and progress.

DRAFT for comments

Ongoing solar glare discussion with Tony Kurylo abutter to Lincoln Solar.

5. Minutes – April 21, 2020 May 5, 2020 June 2, 2020
July 7, 2020 July 21, 2020
6. Correspondence Update – see summary in packet
7. Adjourn

[Notice- The above topics do not prohibit additional last-minute or unforeseen matters.](#)

TOWN OF WINCHENDON

Planning Board



Telephone (978) 297-5410

109 Front Street
Winchendon, Massachusetts 01475-1758

**Town of Winchendon
Planning Board
PUBLIC HEARING NOTICE**

Notice is hereby given that the Winchendon Planning Board will consider the site plan application for a 9MW ground mounted solar voltaic tracker system submitted by ECOS Energy, LLC of 222 South 9th Street #1600 in Minneapolis, MN 55402 for property located at 801 Spring St., Winchendon, MA 01475 identified as Winchendon Assessors Map 9 Parcels 97 & 98 owned by PLH, LLC of the same address at their regularly scheduled meeting on Tuesday, August 18, 2020 at 6:35pm The hearing will be held remotely via www.zoom.com or if it is safe to do so, in the 2nd Floor Auditorium of the Winchendon Town Hall, 109 Front Street. Said property is located in the 'I' Industrial zone. More information is available by emailing amanugian@townofwinchendon.com. All interested persons should plan to attend. Alternative translation and accommodations are available by advance request.

BY: Guy C. Corbosiero, Chair
Winchendon Planning Board

How do I attend this virtual meeting?

Join this meeting via computer at www.zoom.com or by calling 1-929-436-2866
Use the Meeting ID: **935 2221 1992** and the Passcode: **7976957**

Why did I get this notice?

We send this notice to comply with Massachusetts law and/or local regulations that require notice to applicants, abutters and other parties in interest of a pending land issue.

If this is a notice of public hearing or project application you have the right to attend the hearing and participate.

If this is a notice of decision you may have the right to appeal the decision within a limited time period.

If you have questions please email Alison Manugian at amanugian@townofwinchendon.com



222 South 9th Street
Minneapolis, MN 55402
Phone: 612-326-1500

E-mail: Rodney.galton@ecosrenewable.com

May 12, 2020

Transmittal

To: Alison Manugian
Town of Winchendon
109 Front Street
Winchendon, MA 01475

Re: **Winchendon Solar – Site Plan Review Application**

Enclosed with this transmittal please find the following information for a Site Plan Review application to the Winchendon Planning Board for the Winchendon Solar Project located off of Spring Street.

Site Plan Review Application Contents:

Copies	Document
1	Application
1	Site Plan Set
1	Impact Statement
1	Stormwater Report with all supporting documentation
1	Operation and Maintenance Plan
1	Decommissioning Plan
1	One line detail

Upon your review of the above-mentioned information, please contact me with questions or comments relating to the application and if additional copies or information is necessary.

Thank you,

A handwritten signature in black ink, appearing to read "Rodney Galton", written over a horizontal line.

Rodney A. Galton
Project Manager

WINCHENDON SOLAR SITE PLAN REVIEW

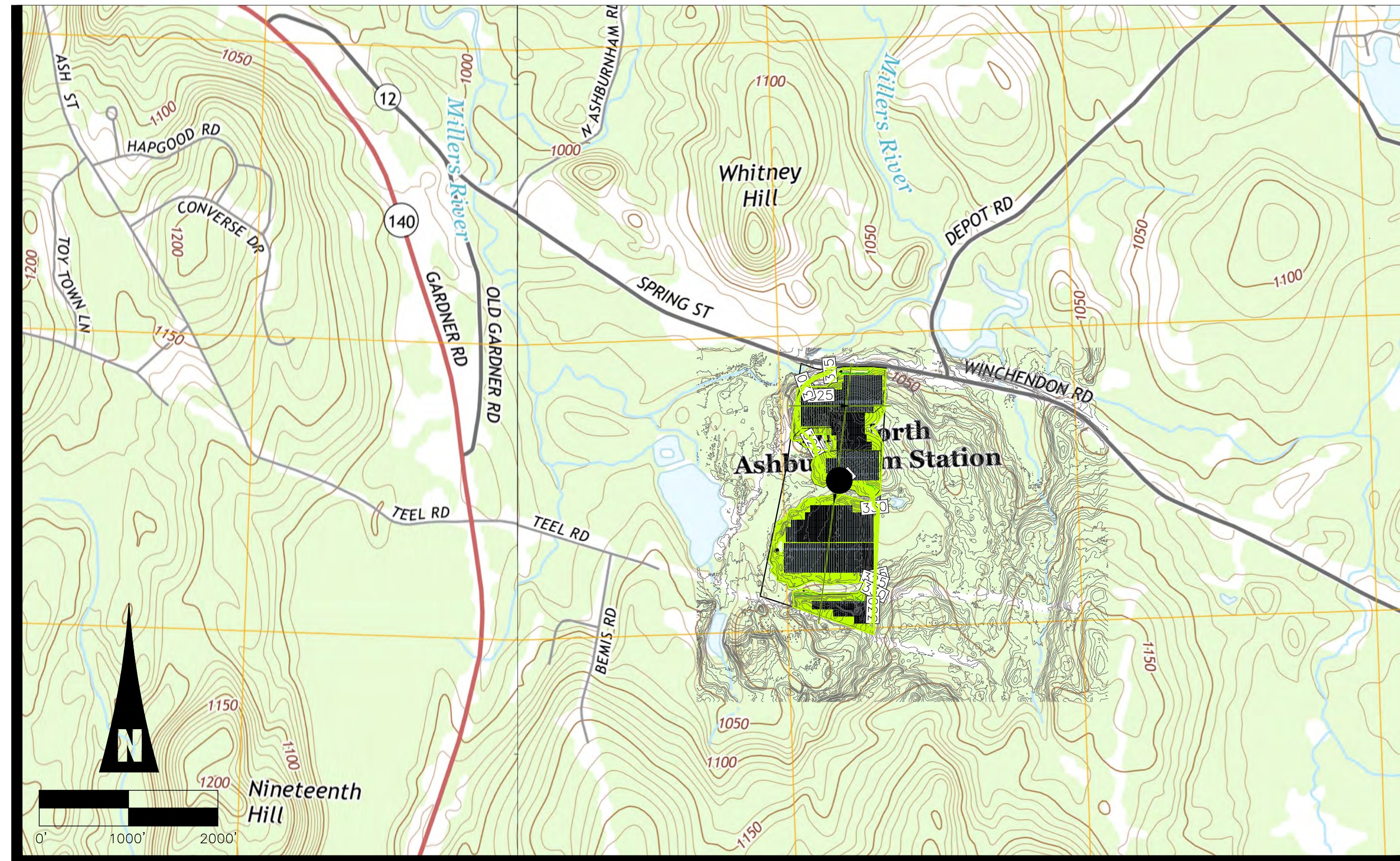
FOR
Site/Electrical Layout, Grading/Drainage/Erosion Control/Landscaping
IN
WINCHENDON, MASSACHUSETTS



REVISION LOG:
4/8/2020 - CC SUBMISSION



LOCATION MAP



SHEET INDEX

●	-	4/8/2020	1	COVER SHEET
●	-	2/04/2019	2	ALTA SURVEY (BY GODFREY HOFFMAN HODGE, LLC)
●	-	4/8/2020	3	OVERALL SITE PLAN
●	-	4/8/2020	4	OVERALL CLEARING PLAN
●	-	4/8/2020	5	GRADING AND EROSION CONTROL PLAN NORTH
●	-	4/8/2020	6	GRADING AND EROSION CONTROL PLAN NORTH2
●	-	4/8/2020	7	GRADING AND EROSION CONTROL PLAN CENTRAL
●	-	4/8/2020	8	GRADING AND EROSION CONTROL SOUTH
●	-	4/8/2020	9	OVERALL LANDSCAPING PLAN
●	-	4/8/2020	10	SITE CROSS SECTIONS
●	-	4/8/2020	11	CIVIL NOTES
●	-	4/8/2020	12	CIVIL DETAILS

DRAWING INDEX LEGEND

○ - FILLED CIRCLE INDICATES DRAWING INCLUDED WITHIN THIS ISSUE
 ○ - MOST RECENT REVISION NUMBER
 ○ - MOST RECENT ISSUE OR REVISION DATE

○ - X/XX/202X | X SHEET TITLE

CONTACT INFO:

RECORD LANDOWNER:

PLH, LLC
77 WATER STREET
8TH FLOOR
NEW YORK, NY 10005

OWNER/DEVELOPER/CIVIL ENGINEER:

ECOS ENERGY
222 SOUTH 9TH STREET
SUITE 1600
MINNEAPOLIS, MN 55402

SURVEYOR:

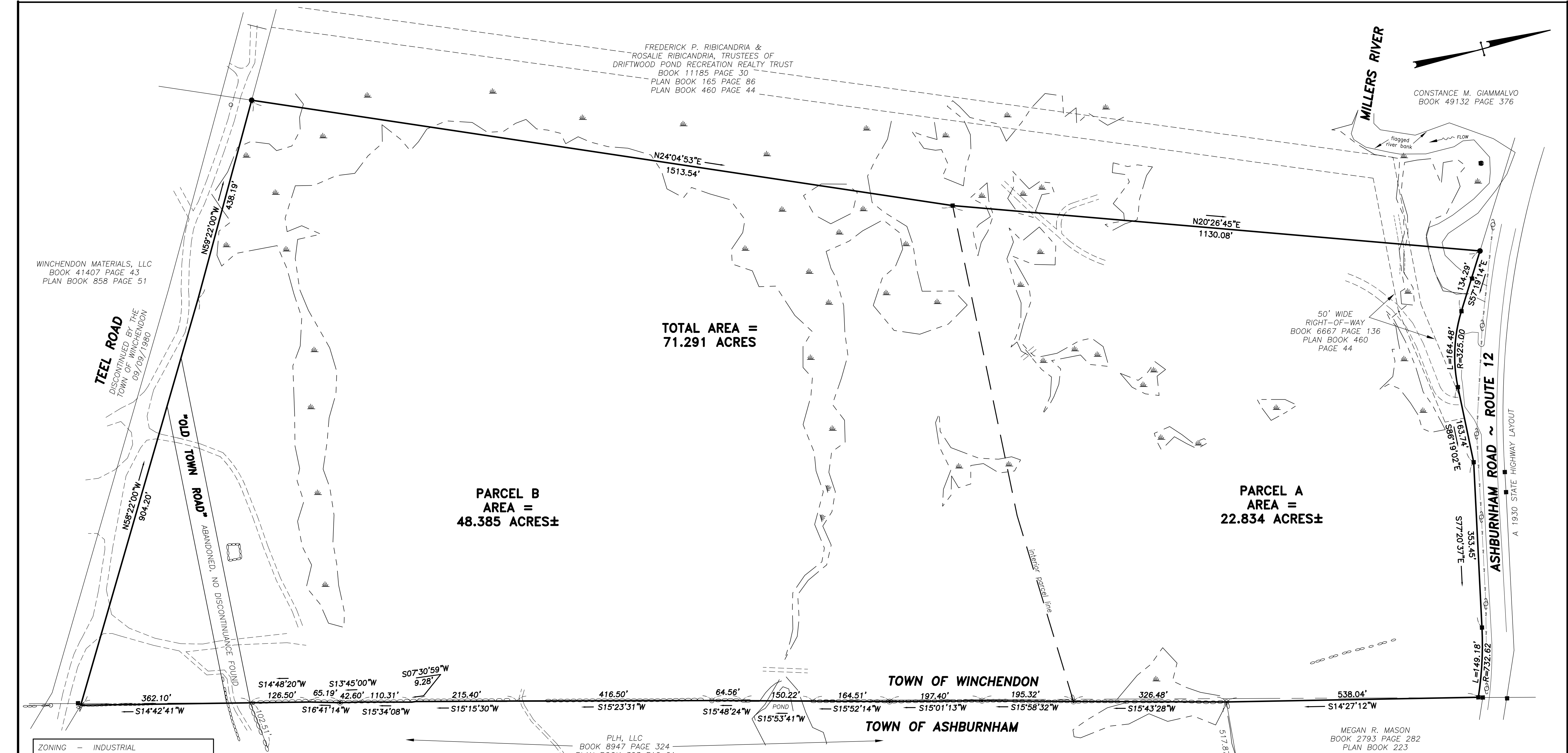
HERITAGE SURVEYS, INC.
COLEGE HIGHWAY & PARK STREET
P.O. BOX 1
SOUTHAMPTON, MA 01073
TEL: 413-527-3600

WETLANDS:

NEW ENGLAND ENVIRONMENTAL DESIGN, INC.
2451 MAIN STREET
HOLDEN, MA 01520
TEL: 508-829-7222

WINCHENDON SOLAR
PARCEL # 9-0-97 & 9-0-98
SPRING STREET
WINCHENDON, MASSACHUSETTS 01430
WORCESTER COUNTY
COVER SHEET

Sheet:



FREDERICK P. RIBICANDRIA &
ROSALIE RIBICANDRIA, TRUSTEES OF
DRIFTWOOD POND RECREATION REALTY TRUST
BOOK 11185 PAGE 30
PLAN BOOK 165 PAGE 86
PLAN BOOK 460 PAGE 44

CONSTANCE M. GIAMMALVO
BOOK 49132 PAGE 376

WINCHENDON MATERIALS, LLC
BOOK 41407 PAGE 43
PLAN BOOK 858 PAGE 51

TEEL ROAD
DISCONTINUED BY THE
TOWN OF WINCHENDON
09/09/1980

OLD TOWN ROAD
ABANDONED. NO DISCONTINUANCE FOUND

TOTAL AREA =
71.291 ACRES

PARCEL B
AREA =
48.385 ACRES±

PARCEL A
AREA =
22.834 ACRES±

50' WIDE
RIGHT-OF-WAY
BOOK 6667 PAGE 136
PLAN BOOK 460
PAGE 44

MILLERS RIVER

ASHBURNHAM ROAD ~ ROUTE 12
A 1930 STATE HIGHWAY LAYOUT

ZONING - INDUSTRIAL

MINIMUM LOT AREA	43,560 SQ.FT.
MINIMUM FRONTAGE	150'
FRONT SETBACK	40'
SIDE SETBACK	25'
REAR SETBACK	50'
MAX BUILDING HEIGHT	50'

TO: ECOS ENERGY,

THIS IS TO CERTIFY THAT THIS MAP AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 2-4, 6a, 6b, 7a, 8, 11, 13, 16, 18, 19 & 20 OF TABLE "A" THEREOF. THE FIELDWORK WAS COMPLETED ON 12/04/2017.

THIS PLAN SHOWS THE PROPERTY LINES THAT ARE THE LINES OF EXISTING OWNERSHIP, AND THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED, AND NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN. FURTHERMORE, THIS SURVEY AND PLAN WERE PREPARED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS, AND THE PROCEDURAL AND TECHNICAL STANDARDS FOR THE PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF MASSACHUSETTS.

- NOTES:
- FOR REFERENCE TO PARCEL A, SEE BOOK 16541 PAGE 95 & PLAN BOOK 394 PAGE 76.
 - FOR REFERENCE TO PARCEL B, SEE BOOK 13007 PAGE 268 (TRACT II - PARCEL 1).
 - THE PRESENT OWNER OF PARCELS A & B IS KESTREL ENTERPRISES LIMITED PARTNERSHIP.
 - A SMALL PORTION IN THE NORTHWEST CORNER OF PARCEL A, ALONG THE BANK OF THE MILLERS RIVER, LIES WITHIN FLOOD ZONE A4, AS SHOWN ON FEDERAL FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 250348 0019 B, EFFECTIVE DATE JUNE 15, 1982.
 - WETLAND DELINEATION BY OTHERS.

LEGAL DESCRIPTION

PARCEL A
A certain parcel of land situated on the southerly side of Ashburnham Road, Route 12, in the easterly part of Winchendon, Worcester County, Massachusetts, bounded and described as follows:
Beginning at the northeasterly corner thereof at a Massachusetts highway bound at a point of tangency in the southerly line of Ashburnham Road, Route 12, and at the Winchendon-Ashburnham town line;
THENCE S. 14° 49' W., by the Winchendon-Ashburnham town line, partly by a wall, 884 feet to a corner of walls at land now or formerly of George C. Beals;
THENCE S. 89° W., by said Beals land and a wall, 413 feet to an angle in the wall;
THENCE N. 86° W., still by said Beals land, partly by a wall, 691 feet to a stone monument at land now or formerly of Alfred W. LeVerge;
THENCE about N. 21° E., by said LeVerge land, about 1165 feet to a point in the southerly line of Ashburnham Road;
THENCE S. 57° 18' 37" E., about 135 feet to a Massachusetts highway bound at a point of curvature;
THENCE easterly by a curve to the left having a radius of 325 feet, a distance of 164.48 feet to a point of tangency;
THENCE S. 86° 18' 25" E., 163.74 feet to a Massachusetts highway bound;
THENCE S. 77° 20' 00" E., 353.45 feet to a Massachusetts highway bound at a point of curvature;
THENCE easterly by a curve to the right having a radius of 732.62 feet, a distance of 149.18 feet to the place of beginning, the preceding five (5) courses being by the southerly line of Ashburnham Road.

PARCEL B
A certain tract or parcel of land situated in the southeast part of the town of Winchendon and bound as follows, viz:
BEGINNING at the southeast corner of said land, at a point by the old road and the town line between said towns of Winchendon and Ashburnham;
THENCE north on said town line to land of Samuel Baldwin;
THENCE west on land of said Samuel Baldwin to land of Martin Cook;
THENCE south on land of said Martin Cook to said old road;
THENCE on line of said old road to the place of beginning.
CONTAINING fifty acres to be same more or less.

LEGEND

IRON PIPE FOUND	○	OVERHEAD UTILITIES	— OHW — OHW — OHW —
IRON BAR FOUND	●	BARBED WIRE FENCE	— x — x — x — x — x —
BOUND FOUND	—	WETLAND BOUNDARY	— — — — —
IRON PIPE TO BE ET	■	WETLAND SYMBOL	— — — — —
UTILITY POLE	⊕	WOODS ROAD	— — — — —
		STONE WALL	○ ○ ○ ○ ○ ○ ○ ○ ○ ○

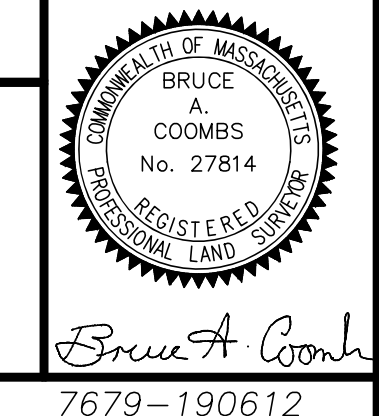
REGISTRY OF DEEDS
WORCESTER COUNTY

ALTA/NSPS LAND TITLE SURVEY PLAN OF LAND IN
WINCHENDON, MASSACHUSETTS
SURVEYED FOR
ECOS ENERGY

SCALE: 1" = 100'
DATE: JUNE 12, 2019

HERITAGE SURVEYS, INC.
REGISTERED PROFESSIONAL LAND SURVEYORS
COLLEGE HIGHWAY & CLARK STREET
POST OFFICE BOX 1
SOUTHAMPTON, MASSACHUSETTS
(413) 527-3600

JOB # 7679-171010 DWG # 7679ECOS MAP # 7679-190612



06/12/2019 Bruce A. Coombs
DATE REGISTERED LAND SURVEYOR

LEGEND:

- EXISTING PROPERTY LINE
- PROPOSED FENCE
- PROPOSED GRAVEL ACCESS ROAD
- PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING)

- 100' BVW BUFFER
- WETLAND DELINEATION LINE
- WETLAND DELINEATION FLAGGING
- *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DEIGN, LLC ON 10/22/18
- BASIN OUTLET

PROJECT INFORMATION:

EXISTING ZONING : INDUSTRIAL
 PROPOSED USE : SOLAR ENERGY COLLECTION SYSTEM

SPECIFIC SITE NOTES:

1. NO LIGHTING PROPOSED WITH THE PROJECT
2. NO AUDIBLE NOISE GREATER THAN THE SITES EXISTING AMBIENT NOISE LEVEL SHALL BE DETECTABLE AT OR BEYOND THE PROPERTY LINE OF THE PROJECT
3. EMERGENCY VEHICULAR & SITE ACCESS TO BE PROVIDED TO ALL LOCAL RESPONDERS (POLICE, FIRE, ETC...)

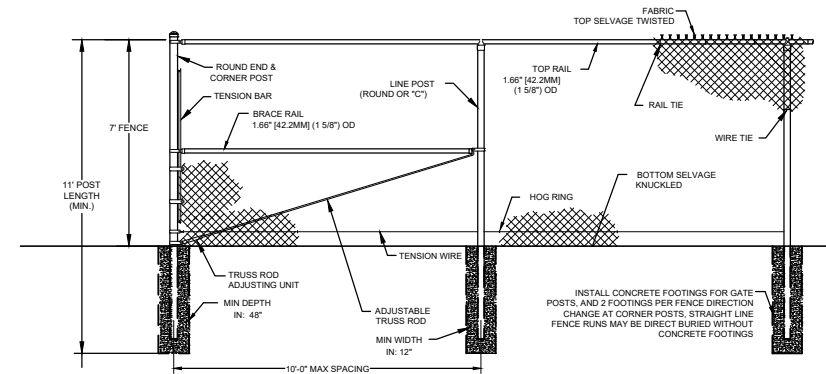
PROJECT AREAS & IMPACTS:

TOTAL SITE AREA:
 PARCEL 9-0-97 22.8 ACRES
 PARCEL 9-0-98 48.4 ACRES
 TOTAL 71.2 ACRES

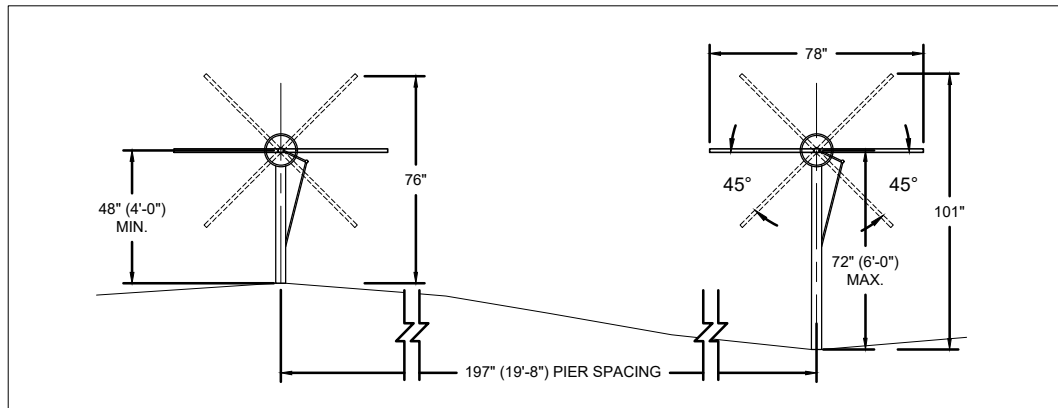
TOTAL ARRAY FOOTPRINT (FENCE LIMITS) = 58.7 ACRES

TOTAL PROPOSED IMPERVIOUS:
 GRAVEL ACCESS ROAD, STRUCTURAL POSTS & EQUIPMENT PADS
 SITE TOTAL = 1.55 ACRES

PERIMETER FENCE DETAIL:



RACKING PROFILE DETAIL:



TEST PIT LOGS:

Testing location #1
 0'-5" A SL 10yr 3/2
 5'-30" B SL 10yr 5/6
 30"-76" C SL 2.5y 5/3
 Redox @ 48"

Testing location #2
 0'-72" Very dense fill. Dark Grey in color
 Redox @ 24"
 Weeping @ 60"

Testing location #3
 0'-12" Fill
 12"-80" C S & G 10yr 5/6
 Redox/Weeping @ 36"

Testing location #4
 0'-8" A SL 10yr 3/2
 8'-32" B SL 10yr 5/6
 32"-80" C SL 2.5y 5/3
 Redox @ 48"

Testing location #5
 0'-8" A SL 10yr 3/2
 8'-30" B SL 10yr 5/6
 30"-84" C SL 2.5y 5/3
 Redox @ 48"

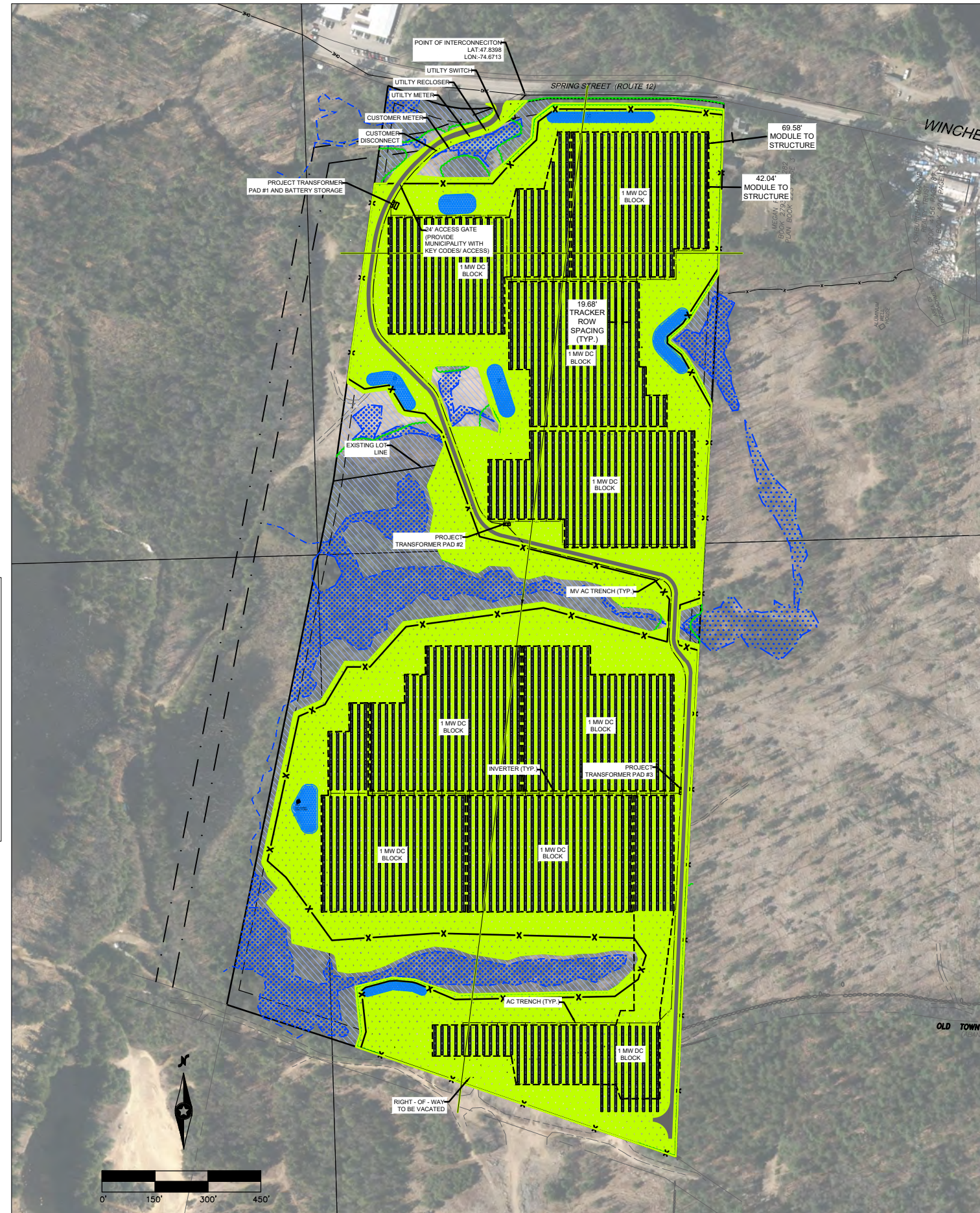
Testing location #6
 0'-12" A SL 10yr 3/2
 12'-30" B SL 2.5y 5/3
 30"-84" C S & G 10yr 5/6
 Redox @ 24"
 Weeping @ 36"

Testing location #7
 0'-6" A SL 10yr 3/2
 6'-30" B SL 10yr 3/6
 30"-78" C S & G 10yr 5/6
 Redox @ 40"

Testing location #8
 0'-4" A SL 10yr 3/2
 4'-12" Gleyed layer
 12'-100" C S 10yr 5/4
 Redox @ 24"
 Weeping @ 84"

Testing location #9
 0'-2" A SL 10yr 3/2
 2'-100" C S 10yr 3/6
 Redox @ 96"










Testing location #10
 0'-12" A SL Greyed
 12'-70" C1 S 10yr 5/6
 70"-102" C2 S 10yr 3/6
 Redox @ 80"



REVISION LOG:
 4/8/2020 - CC SUBMISSION

WINCHENDON SOLAR
 PARCEL # 9-0-97 & 9-0-98
 SPRING STREET
 WINCHENDON, MASSACHUSETTS 01430
 WORCESTER COUNTY
OVERALL SITE PLAN

LEGEND:

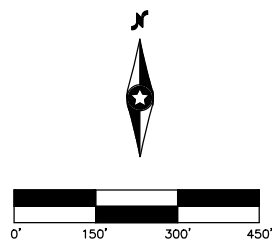
-  EXISTING PROPERTY LINE
-  PROPOSED FENCE
-  PROPOSED GRAVEL ACCESS ROAD
-  PROPOSED CLEARING PHASE LIMITS
-  PROPOSED TREE CLEARING
-  100' BVW BUFFER
-  WETLAND DELINEATION LINE
-  WETLAND DELINEATION FLAGGING
-  *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DEIGN, LLC ON 10/22/18

CLEARING AREAS:

PHASE #	PHASE SITE AREA (AC)	CLEARING AREA (AC)
1	10.6	6.8
2	15	7.6
3	10.4	2.3
4	21.7	2.3
5	13.4	3.7

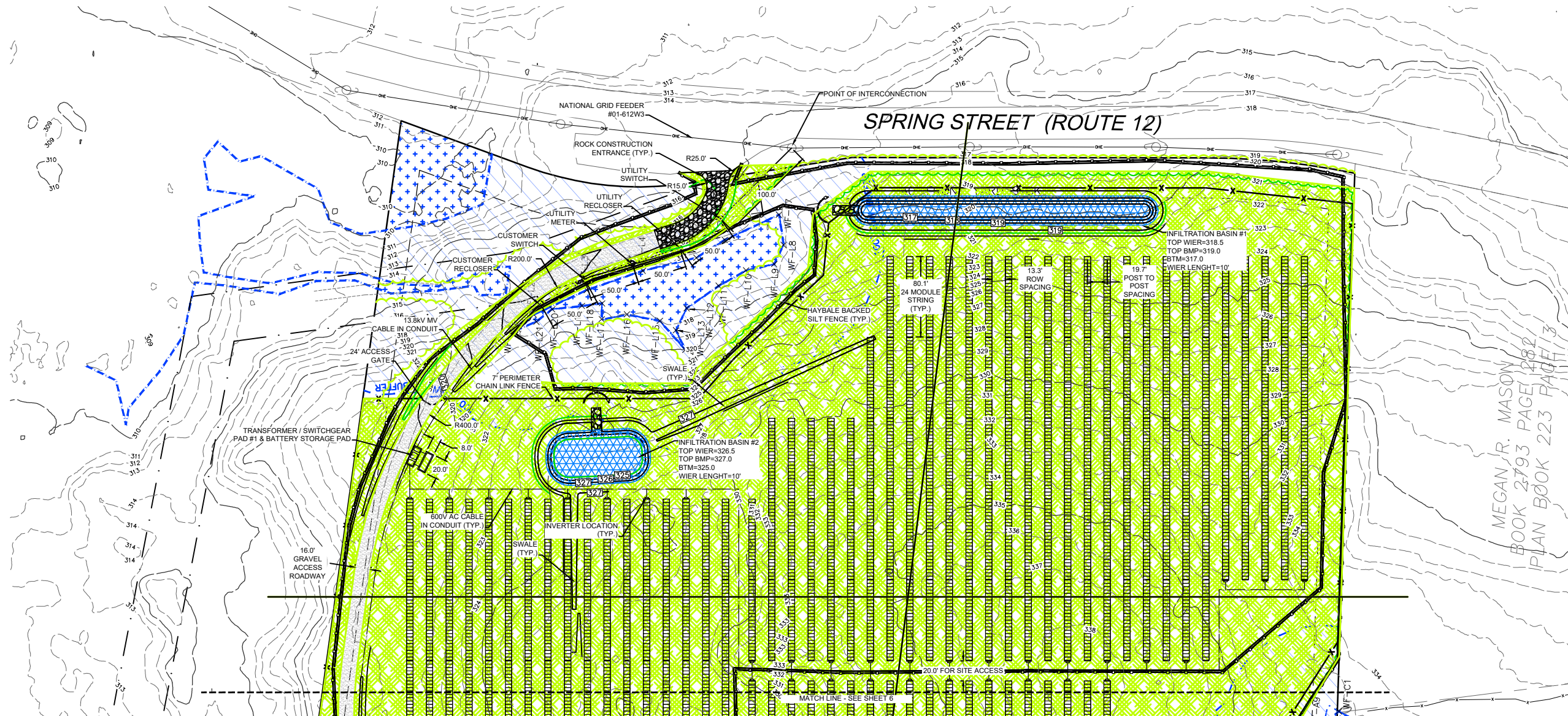
EROSION AND SEDIMENTATION CONTROL SEQUENCE

1. BEFORE ANY WORK TAKES PLACE CONTACT CALL BEFORE YOU DIG 1-800-922- 4455 TO MARK UTILITIES.
2. NOTIFY THE TOWN OF START OF CONSTRUCTION A MINIMUM OF 48 HOURS IN ADVANCE.
3. HAVE LICENSED SURVEYOR STAKE OUT THE CLEARING LIMITS.
4. CUT TREES PER CLEARING PLAN PHASING BUT DO NOT GRUB.
5. INSTALL CONSTRUCTION ENTRANCE AND PERIMETER EROSION AND SEDIMENTATION CONTROLS AND HAVE INSPECTED BY SITE INSPECTOR.
6. INSTALL E&S AS SHOWN ON PLANS THEM INSPECTED BY THE SITE INSPECTOR.
7. ANY DEWATERING WILL BE MONITORED BY A QUALIFIED ENVIRONMENTAL PROFESSIONAL TO MAINTAIN SUITABLE QUALITY OF DISCHARGE FROM THE DEWATERING AND TO ENSURE REMOVAL OF ACCUMULATED SEDIMENTS AT APPROPRIATE INTERVALS. SEDIMENTS WILL BE DISPOSED OF AT AN APPROPRIATE ON-SITE LOCATION.
8. GRUB AND GRADE SITE IN CLEARING AREAS AND CONSTRUCT STORMWATER BASINS AND ASSOCIATED OUTLETS.
9. GRADE ACCESS ROADWAY REALIGNMENT
10. INSTALL CHAIN LINK FENCE AROUND SITE PERIMETER AND BEGIN SOLAR RACKING FOUNDATION INSTALLATION.
11. TRENCH FOR AND INSTALL ELECTRIC LINES HYDROSEED OR MULCH AND SEED ANY EXPOSED SOIL AT THE END OF EACH WEEK AND/OR BEFORE EVERY RAINFALL PREDICTED FOR 0.5 INCHES OR MORE.
12. MAINTAIN RUTTING BETWEEN RACKING ROWS DURING INSTALLATION TRAFFIC, OVERSEED DISTURBED SOILS WHEN ALL SOLAR PANEL AND STRING WIRE INSTALLTION IS COMPLETE.
13. CLEAN SEDIMENTS BASINS AND GRADE AND RE-SEED UPON THE COMPLTION OF THE PROJECT.
14. MAINTAIN E&S AND PROVIDE REPORTS TO ALL AHJS.







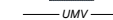
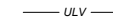









REVISION LOG:
4/8/2020 - CC SUBMISSION

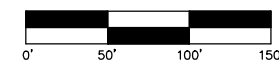
WINCHENDON SOLAR
PARCEL # 9-0-97 & 9-0-96
SPRING STREET
WINCHENDON, MASSACHUSETTS 01430
WORCESTER COUNTY
CLEARING PLAN

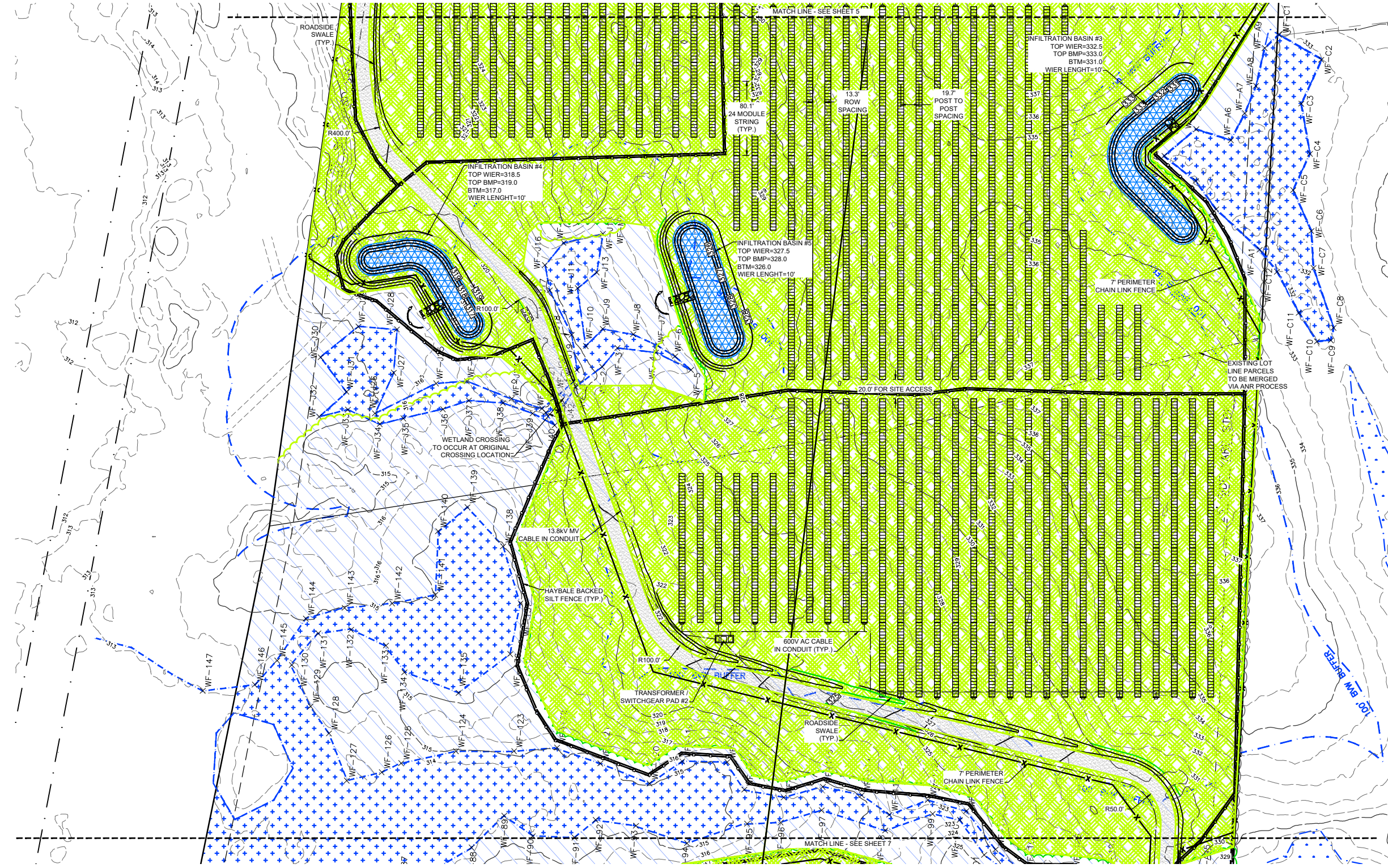


MEGAN, R. MASON
BOOK 2-793 PAGE 182
PLAN BOOK 223 PAGE 13





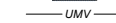
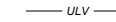










LEGEND:

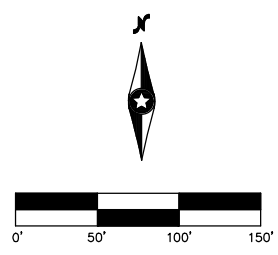
-  EXISTING PROPERTY LINE
-  PROPOSED FENCE
-  PROPOSED GRAVEL ACCESS ROAD
-  PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING)
-  PROPOSED 13.8 KVA AC DISTRIBUTION
-  PROPOSED 600V AC ARRAY DISTRIBUTION
-  PROPOSED OVERHEAD ELECTRIC
-  EXISTING CONTOUR
-  PROPOSED CONTOUR
-  100' BVW BUFFER
-  WETLAND DELINEATION LINE
-  WETLAND DELINEATION FLAGGING
-  *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DEIGN, LLC ON 10/22/18
-  PROPOSED INFILTRATION BASIN
-  BASIN OUTLET





LEGEND:

-  EXISTING PROPERTY LINE
-  PROPOSED FENCE
-  PROPOSED GRAVEL ACCESS ROAD
-  PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING)
-  PROPOSED 13.8 kVA AC DISTRIBUTION
-  PROPOSED 600V AC ARRAY DISTRIBUTION
-  PROPOSED OVERHEAD ELECTRIC
-  EXISTING CONTOUR
-  PROPOSED CONTOUR
-  100' BWV BUFFER
-  WETLAND DELINEATION LINE
-  WETLAND DELINEATION FLAGGING
-  *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DESIGN, LLC ON 10/22/18
-  *WF-L##
-  PROPOSED INFILTRATION BASIN
-  BASIN OUTLET

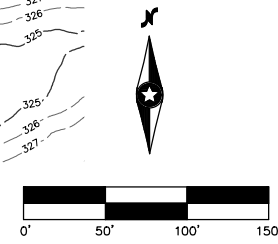
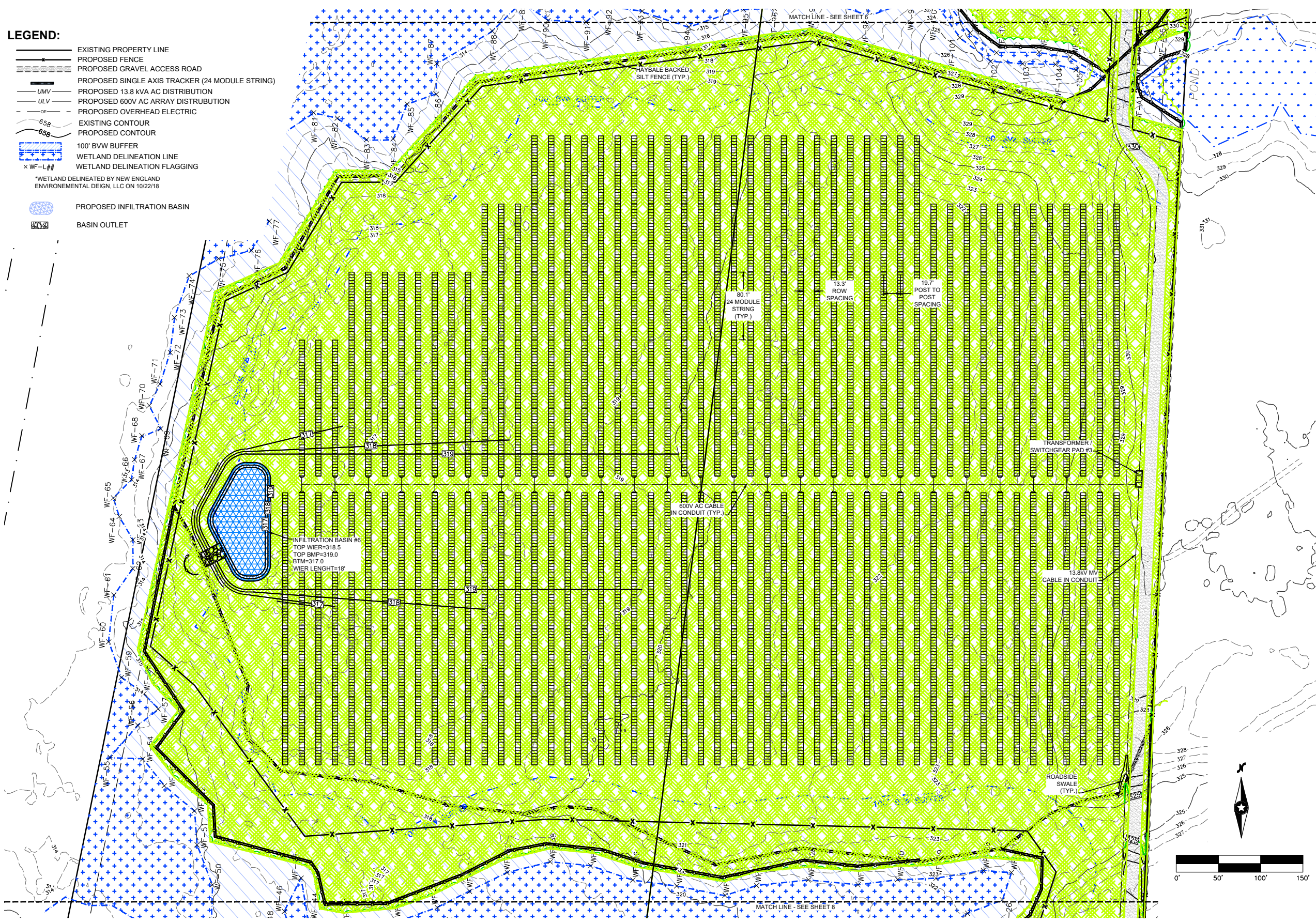


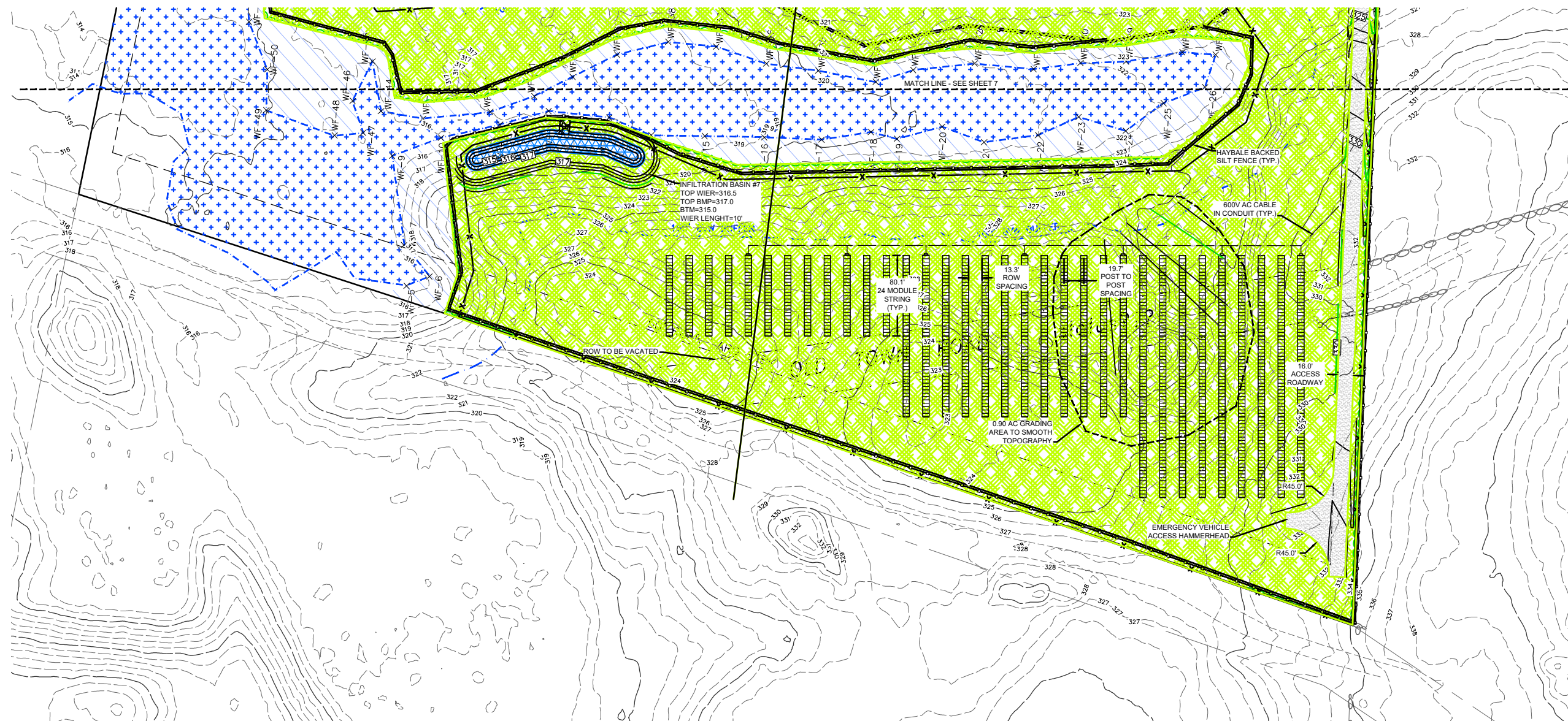


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









WINCHENDON SOLAR
PARCEL # 9-0-97 & 9-0-96
SPRING STREET
WINCHENDON, MASSACHUSETTS 01430
WORCESTER COUNTY
**GRADING AND
EROSION CONTROL CENTRAL**

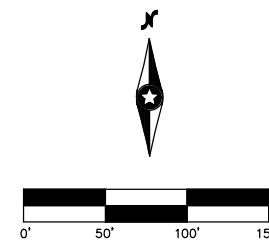
- LEGEND:**
- EXISTING PROPERTY LINE
 - PROPOSED FENCE
 - PROPOSED GRAVEL ACCESS ROAD
 - PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING)
 - UMV PROPOSED 13.8 kVA AC DISTRIBUTION
 - ULV PROPOSED 600V AC ARRAY DISTRIBUTION
 - PROPOSED OVERHEAD ELECTRIC
 - EXISTING CONTOUR
 - PROPOSED CONTOUR
 - 100' BWW BUFFER
 - WETLAND DELINEATION LINE
 - WETLAND DELINEATION FLAGGING
 - *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DESIGN, LLC ON 10/22/18
 - PROPOSED INFILTRATION BASIN
 - BASIN OUTLET





LEGEND:

- | | | | |
|---|---|---|--|
|  | EXISTING PROPERTY LINE |  | 100' BVW BUFFER |
|  | PROPOSED FENCE |  | WETLAND DELINEATION LINE
WETLAND DELINEATION FLAGGING |
|  | PROPOSED GRAVEL ACCESS ROAD |  | PROPOSED INFILTRATION BASIN |
|  | PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING) |  | BASIN OUTLET |
|  | PROPOSED 13.8 KVA AC DISTRIBUTION | | |
|  | PROPOSED 600V AC ARRAY DISTRIBUTION | | |
|  | PROPOSED OVERHEAD ELECTRIC | | |
|  | EXISTING CONTOUR | | |
|  | PROPOSED CONTOUR | | |
- *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DESIGN, LLC ON 10/22/18





Winchendon Solar
Project Summary
9.0 MW (AC) Solar Photovoltaic Facility
Impact Statement

Applicant:	Winchendon Solar, LLC Ecos Energy, LLC
Location:	Worcester County, Spencer, MA
Date Prepared:	May 12, 2020



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I. PROJECT APPLICANT:

Winchendon Solar, LLC (“WS”) is a wholly owned subsidiary of Allco Finance Limited (Allco), a renewable energy financing company. Ecos Energy, LLC (Ecos), a Minnesota-based renewable energy development and services company, which specializes in developing and operating distributed generation solar energy projects throughout the U.S. is the developer of the project. Throughout this summary, Ecos and WS may be used interchangeably, but for clarification purposes, WS is the applicant and owner of the proposed solar project and Ecos is the developer.

II. PROJECT DESCRIPTION:

WS is proposing to construct and operate a 9.0 megawatt (MW) alternating current (AC) solar photovoltaic (PV) generating facility (“Solar Facility”) on a portion of Parcel 9-0-97 and 9-0-98. The solar project array footprint (fence limits) is 58 acres of the 72 acre parcel. Interconnection between the electrical grid and the solar facility will be an overhead connection approximate 2 miles west of the site along Route 12.

IV. SUBJECT PROPERTY:

The property consists of perimeter woodlands and the majority of the site historically being used for a gravel operation. Wetlands on site were field delineated by New England Environmental Inc. The layout for the proposed Solar Facility has been sited to fit within the existing topography, distance the facilities from adjacent properties, avoid impacts to the surrounding wetlands and the 100’ buffers of the delineated wetlands. The design has no permanent impacts to existing Bordering Vegetated Wetlands.

The project has been designed per the Massachusetts Department of Environmental Protection’s (“DEP”) Stormwater Management Standards. Discharges from the site have been directed to permanent stormwater BMPs and overall site discharges have been



reduced below pre-development conditions. Detailed information about the sites existing and proposed hydraulic properties can be reviewed in the attached hydrology report.

Maintenance and fire access to the project shall utilize the existing curb cut from Spring Street. The existing access road will be utilized where practicable and will be realigned as necessary to accommodate the array field. The solar facility access driveway will enter the site at the northwest corner of project site and gradually climb the hill. The solar facility will have a 18' wide aggregate driveway. The grade of the roadway is no greater than 5%.

Adjacent parcels to the solar facility in the south, east and west directions are undeveloped deciduous woodlands. The property to the north is an auto recycling facility. The closest residence to the project is 300' east of the facility in the Town of Ashburnham. The facility is naturally screened by the surrounding woodlands.

V. SOLAR FACILITY:

The solar facility will produce 9.0 MW of AC power. The modules will be installed on a tracker system that will follow the sun. The rows will be spaced approximately 19.7' apart spaced in the east-west direction across the site. The pier height keeps all modules approximately 24" above grade. Minimal earthwork is necessary within the array fields as the site grades vary from 2% - 4% in most areas.

The facility will be enclosed by a 7.0' high chain link fence with a 0.5' wildlife gap. for an overall fence height of 7.5' feet. The site's main access point will have a swinging or rolling tube gate.



In addition to the racking equipment and modules, several electrical components will be installed throughout array field. Most of these components will be installed on driven posts and include the following items:

- Electrical Sting inverters (DC to AC)
- Electrical combiner boxes and disconnect switches
- Security cameras and equipment
- Remote monitoring equipment

The facility will have a centralized equipment pad for the projects main transformer(s), switchgear, electrical monitoring and communication. The exact location of the pads is dependent on the projects final electrical design. There will be no on site inhabited structures, therefore no sewer services, septic systems or water wells will be required for the facility.

The majority of wiring within the array will be installed above ground, linking the solar modules together in series and will be mechanically fastened to the back of the racking rows. Wire will transition from the racking to direct buried cable or PVC conduit to the project's inverters throughout locations in the array. Wire from the inverters will run to the projects central panelboards and equipment pad(s) with the project's main trenches parallel to the roadway alignment, this aids in minimizing earth disturbances for the project. The underground wires and conduits will be buried approximately 4' deep and the trench width will vary depending on the number of wires or conduits installed. Medium voltage distribution form the projects main transformer will be installed underground and travel north. Interconnection will be installed above ground within Spring Street public way.



VI. CONSTRUCTION:

Construction will be completed in a multiple phases and is expected to take approximately 9 months from building permit issuance. Construction is expected to require a peak workforce of approximately 30 management, supervisory, and craft workers. Work will be completed based on one shift per day during local working hour requirements. The average number of workers on site is anticipated to be approximately 20, this workforce is expected to draw upon the existing labor pool in Worcester County. Parking, temporary office trailers, and equipment lay down areas will be located within the facility perimeters. Deliveries to the site during construction will average 3 to 5 trips a day, with total material deliver for the facility ranging between 250 trucks. Minimal traffic will be generated by the mobilization and de-mobilization of workers or equipment. Typical equipment mobilization for the construction of the facility will include earthwork vehicles including scrapers, graders, water wagons, and compactors. Equipment used in constructing the solar facility, will require post drivers, skid loaders, forklifts and trenching equipment.

Initial construction activities will consist of establishing site erosion control measures. Once the perimeter controls are in for the specific phase then tree cutting and stumping can commence. Installation of the basins will be installed once the trees have been removed. Installation of the foundation piers, racking, and trenching for electrical facility will begin after the basins have been installed. Conduits and trenches excavated during construction are typically backfilled within 24-48 hours. Modules and facility wiring will follow, including the construction of the equipment pads.

Equipment will be placed in service once testing and commissioning of all major components meets the interconnection requirements of National Grids electrical distribution system. The testing and commissioning phase of the project has approximately a 2 week duration, with minimal workers on site.



VII. OPERATIONS

The Solar Facility will operate 24 hours per day, 7 days per week. Operation of the facility will be managed, monitored, and controlled by the facility staff and through remote monitoring and a local response team. When fully developed, maintenance of the Solar Facility is not expected to require any full-time employees. A control system will also allow unmanned operation of the Solar Facility.

PV facilities have very few moving parts and have limited maintenance requirements. Periodic scheduled and unscheduled maintenance during the life of the project will include, but not be limited to, module washing, inverter maintenance and replacement and repair of equipment, checking electrical performance parameters for remote monitoring, responding to any problems detected by remote monitoring, conducting weed abatement and dust control activities and maintaining driveways.

Water will be used for cleaning PV panels and controlling dust during construction, but no water will be used by the facilities to produce electricity. Water for both module cleaning and dust will be brought in from off site. Approximately 5,000 gallons are expected to be used annually to clean the solar modules.

Site security will be provided by monitoring cameras, electronic security systems, and typical gate locking methods. There will be no need for increased routine patrol by county law enforcement, though occasional responses by law enforcement are anticipated in the event security systems are triggered. The Solar Facility will not have any perimeter lighting, although there may be some down lighting around the transformers and central pad from the installed equipment.



No permanent fire protection system is proposed for the facility because PV panels are constructed of glass and their support structures are constructed of steel, neither of which is subject to combustion. All oil-filled transformers will be located outdoors with proper setback from adjacent structures. Areas where PV panels, other electrical equipment, and site infrastructure are placed will be maintained free of vegetation. The site access driveway will serve for emergency egress and fire department access.

There will be negligible impacts on the existing area roadway system during operation. Typical operation is estimated to add less than 2 vehicles per week to surrounding streets. Most trips will consist of a few employees performing equipment maintenance and replacement, module washing and groundcover control.

WINCHENDON SOLAR
SPRING STREET
WINCHENDON, MA 01430

DECOMMISSIONING PLAN

PROJECT OWNER

Ecos Energy
222 South 9th Street
Suite 1600
Minneapolis, MN 55402

REVISED:

4-14-20

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1.0 PROJECT BACKGROUND

The Winchendon Solar Project being developed by Ecos Energy LLC will consist of a 9.0 megawatt (MW) direct current (DC) solar photovoltaic (PV) generating facility on a portion of Parcel 9-0-97 and 9-0-96.

The purpose of this Decommissioning Plan is to provide for the general scope of decommissioning work and establish assurance requirements for funding the of the projects decommissioning.

2.0 PROJECT SITE

Prior to development the current land use of the site was Agriculture, where dry farming occurred. The most recent vegetation on site was hay. The terrain of the site is a gently rolling slope ranging for 1% to 10% and generally slopes to the west, draining to wetlands. The solar project array footprint (project fence limits) is approximately 52 acres of the combined 71.8 acre parcels. The layout for the proposed Solar Facility has been sited to fit within the agricultural area and flat areas of the site, avoid impacts to the surrounding wetlands and 100' upland buffer areas of the site. Interconnection between the electrical grid and the solar facility will be installed in the NW corner of the site where 5 overhead poles will be installed near the existing site entrance on Spring Street.

The solar facility will consist of approximately 21,000 PV solar modules installed on aluminum and steel racking on a single axis tracker which rotates modules in the east west direction following the azimuth of the sun. The tracker will have 1 module width per tracker row installed in the landscape position. Tracker rows will be spaced approximately 19.6' apart in the east-west direction. The racking system will be mounted on vertical support piers mechanically driven into the ground surface projecting approximately 5.0' above existing grade following the existing topography of the site. 7 stormwater basins will be constructed around the perimeter of the solar array to address stormwater BMPs. The solar facility will be surrounded by a seven-foot high fence and 16' wide access roadway will be constructed for full site and emergency vehicle access.

Figure 1 - Project Site Plan.

3.0 PROJECT AS-BUILTS

During construction of the facility the contractor and engineer shall record as-built drawings. Once completed the as-built documents shall be inserted into this document to aid in the projects decommissioning at the end of the facilities lifecycle.

4.0 DECOMMISSIONING SCHEDULE

The project has an estimated useful lifetime of 35 years. This document assumes that at the end of the 35th year from the Commercial Operation Date (*Insert Commercial Operation Date*) the system will be completely dismantled, major materials will be recycled locally and the sites

vegetation is to be restored to its preconstruction state. Project decommissioning may also occur in the following scenarios:

DECOMMISSIONING DURING CONSTRUCTION (ABANDONMENT OF PROJECT) - In case of abandonment of the project during construction, the same decommissioning procedures as for decommissioning after the expiration power purchase agreement will be undertaken. The same decommissioning and restoration program shall be honored. The facility will be dismantled, materials removed and recycled. Soil disturbances will be restored and existing drainage patterns shall remain.

DECOMMISSIONING DUE TO NON-PRODUCTION - If the project does not produce electricity for a period of 12 months after commercial operation the solar facility shall be removed within the next 12 months.

5.0 DECOMMISSIONING PREPARATION

To begin decommissioning the landowner shall be consulted to identify the extent and type of work to be performed. Project infrastructure or elements thereof such as access roads, fencing and/or landscaping may be left in place upon the request of the land owner. The 3rd party contractor procured by the project owner shall prepare a project schedule for the decommissioning operation.

Jurisdictional authorities and the utility shall be contacted to identify the decommissioning process is proceeding. This document and the proposed decommissioning schedule shall be provided by the removal contractor to the Town of Winchendon and the Utility. All dismantling, removal, recycling and disposal of materials shall comply with local rules, regulations and prevailing laws at the time of decommissioning using approved disposal or recycling sites.

Appropriate temporary (construction-related) erosion and sedimentation control best management practices (BMP) may be required during the decommissioning phase of the project. The BMPs shall be installed to current regulatory standards at the time of decommissioning.

Prior to the commencement of any work, the PV facility shall be disconnected from the utility power grid and all on site equipment shall be switched to the off position.

6.0 DECOMMISSIONING PROCESS

1. PV modules shall be mechanically disconnected, removed from racking, palletized and sent to a third party PV module waste recycler.
2. Site aboveground and underground electrical interconnection and distribution cables shall be removed and recycled. The wiring is either copper or aluminum (depending on the function/location) encapsulated in an insulating plastic material. Underground wire is either installed in conduit or a direct burial jacketed cable (typically aluminum).

- a. Underground wire will be removed by excavating the original trenches in which the wire was installed. Conduits if any will also be removed and recycled. All trenching shall be backfilled and compacted to match existing topography.
 - b. Aboveground wire is primarily attached via plastic clips to the racking system and can be removed by hand with simple tools and mechanical methods.
3. PV module racking materials shall be dismantled, removed off-site and recycled with an approved metal recycling facility. Removal of the racking and mechanical components is straightforward, as the primary method of racking construction is via screws, clips, nuts, and bolts.
4. Racking support piers are mechanically driven galvanized “I” beams in varying sizes. All sub-surface projections will be removed with heavy construction equipment. These methods will typically be by excavation or vibratory extraction. All support piers shall be recycled off site. Voids associated with removal shall be backfilled and compacted.
5. The site will have 3 equipment pad locations, containing inverters, communications, switchgear units and a main 5000kVA transformer. All equipment shall be removed or dismantled and recycled off-site by an approved recycler. Certain aspects of the pad decommissioning will require a crane and rigging for equipment removal. The Concrete pads for the equipment shall be dismantled and recycled off-site by a concrete recycler. Voids associated with removal shall be backfilled and compacted.
6. Perimeter fencing shall be removed and recycled off-site by an approved recycler. All subsurface projections shall be removed and recycled.
7. Approximately 5,100 cu.yd. of grading occurred to construct the facilities access roads and interconnection areas, and stormwater basins. These features may remain in place as constructed. If grading is to occur during the projects decommissioning a grading plan shall be prepared to current regulatory standards at the time, and approved by the Town.

Once the project area is decommissioned, the project site shall be returned to the predevelopment condition of an agricultural land use or the site may be converted to another uses in accordance with applicable land use regulations in effect at that time of decommissioning.

7.0 DECOMMISSIONING COST

A Decommissioning estimate has been prepared which illustrates the current estimate of the net cost of decommissioning. The decommissioning estimate includes the labor and man hours for the dismantling of the facility. It also includes the recycling value of the raw materials to construct the facility such as wire, steel racking and structural racking foundations. The facilities Transformer, Solar Modules, Inverters and other major electrical components are not included in the decommissioning recycling values, however these items do have recyclable components within them, or can physically be reused on future projects, therefore the decommissioning value is a liberal estimate for dismantling the facility.

Figure 2 – Decommissioning Cost

8.0 DECOMMISSIONING ASSURANCE

See attached *Escrow Agreement*

FIGURE 1 – SITE PLAN

LEGEND:

- EXISTING PROPERTY LINE
- PROPOSED FENCE
- PROPOSED GRAVEL ACCESS ROAD
- PROPOSED SINGLE AXIS TRACKER (24 MODULE STRING)

- 100' BVW BUFFER
- WETLAND DELINEATION LINE
- WETLAND DELINEATION FLAGGING
- *WETLAND DELINEATED BY NEW ENGLAND ENVIRONMENTAL DESIGN, LLC ON 10/22/18
- BASIN OUTLET

PROJECT INFORMATION:

EXISTING ZONING : INDUSTRIAL
 PROPOSED USE : SOLAR ENERGY COLLECTION SYSTEM

SPECIFIC SITE NOTES:

1. NO LIGHTING PROPOSED WITH THE PROJECT
2. NO AUDIBLE NOISE GREATER THAN THE SITES EXISTING AMBIENT NOISE LEVEL SHALL BE DETECTABLE AT OR BEYOND THE PROPERTY LINE OF THE PROJECT
3. EMERGENCY VEHICULAR & SITE ACCESS TO BE PROVIDED TO ALL LOCAL RESPONDERS (POLICE, FIRE, ETC...)

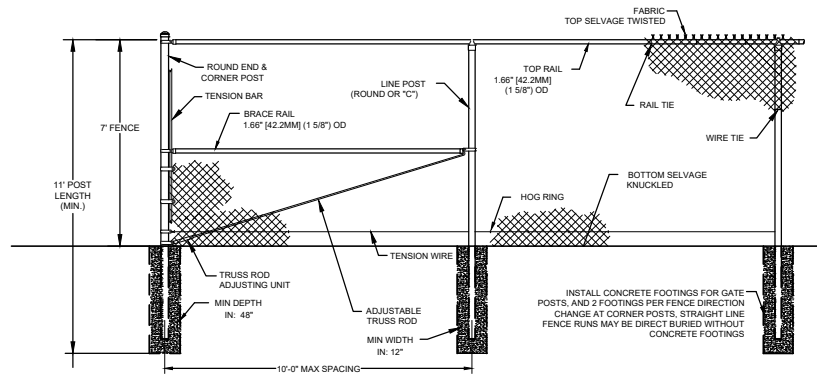
PROJECT AREAS & IMPACTS:

TOTAL SITE AREA:
 PARCEL 9-0-97 22.8 ACRES
 PARCEL 9-0-98 48.4 ACRES
 TOTAL 71.2 ACRES

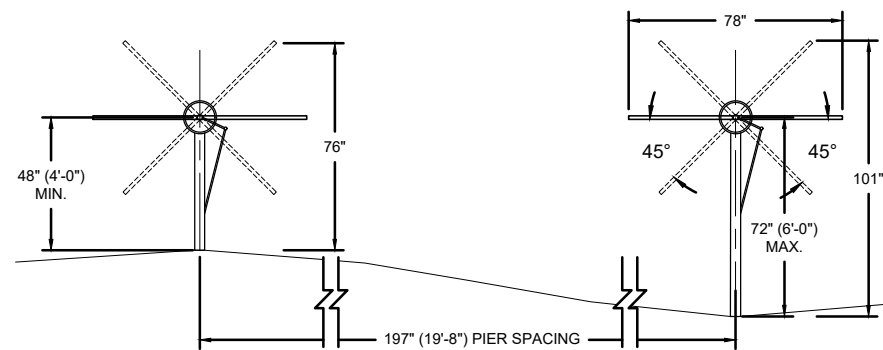
TOTAL ARRAY FOOTPRINT (FENCE LIMITS) = 58.7 ACRES

TOTAL PROPOSED IMPERVIOUS:
 GRAVEL ACCESS ROAD, STRUCTURAL POSTS & EQUIPMENT PADS
 SITE TOTAL = 1.55 ACRES

PERIMETER FENCE DETAIL:



RACKING PROFILE DETAIL:



TEST PIT LOGS:

Testing location #1
 0'-5" A SL 10yr 3/2
 5'-30" B SL 10yr 5/6
 30"-76" C SL 2.5y 5/3
 Redox @ 48"

Testing location #2
 0'-72" Very dense fill. Dark Grey in color
 Redox @ 24"
 Weeping @ 60"

Testing location #3
 0'-12" Fill
 12"-80" C S & G 10yr 5/6
 Redox/Weeping @ 36"

Testing location #4
 0'-8" A SL 10yr 3/2
 8'-32" B SL 10yr 5/6
 32"-80" C SL 2.5y 5/3
 Redox @ 48"

Testing location #5
 0'-8" A SL 10yr 3/2
 8'-30" B SL 10yr 5/6
 30"-84" C SL 2.5y 5/3
 Redox @ 48"

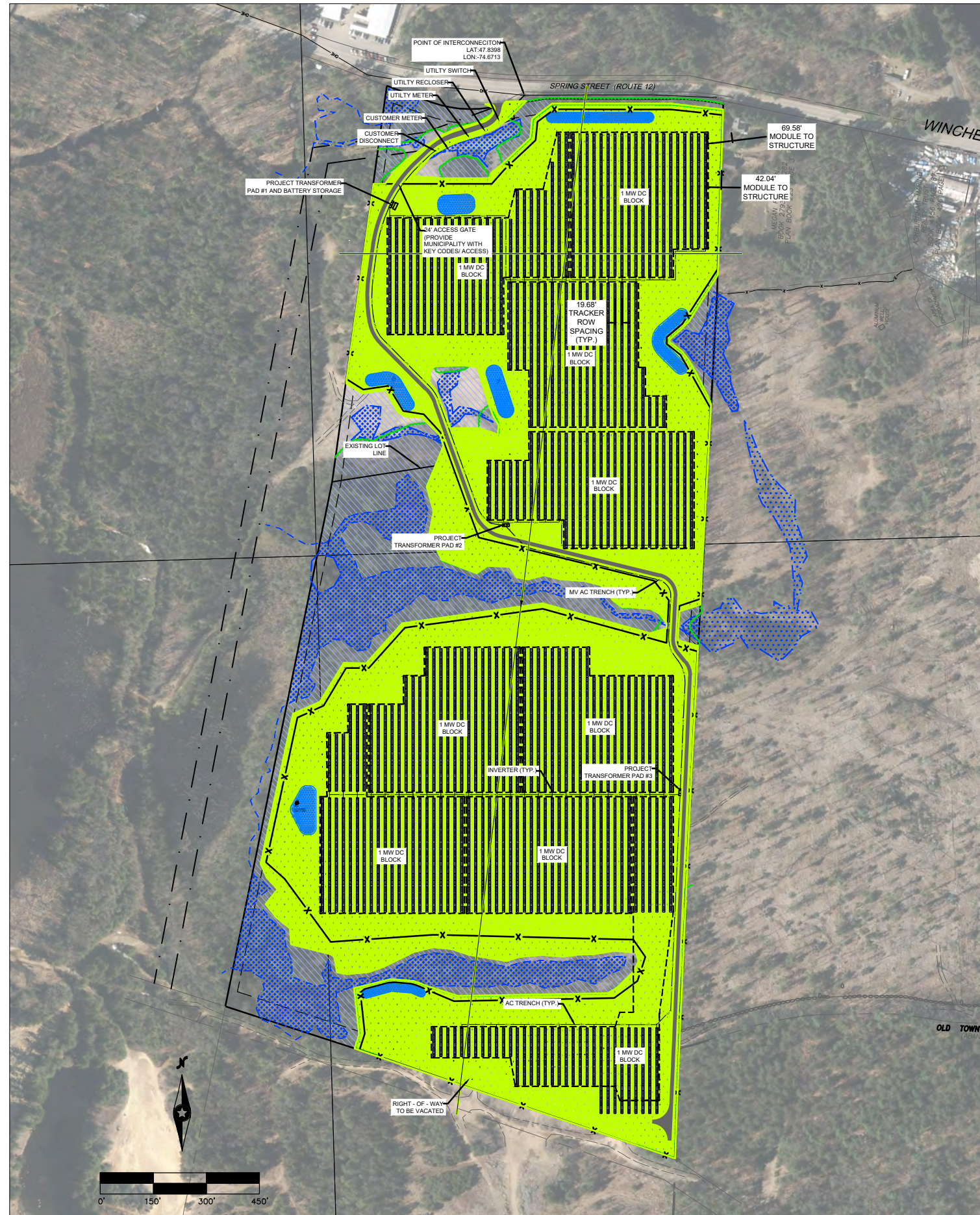
Testing location #6
 0'-12" A SL 10yr 3/2
 12'-30" B SL 2.5y 5/3
 30"-84" C S & G 10yr 5/6
 Redox @ 24"
 Weeping @ 36"

Testing location #7
 0'-6" A SL 10yr 3/2
 6'-30" B SL 10yr 3/6
 30"-78" C S & G 10yr 5/6
 Redox @ 40"

Testing location #8
 0'-4" A SL 10yr 3/2
 4'-12" Gleyed layer
 12'-100" C S 10yr 5/4
 Redox @ 24"
 Weeping @ 84"

Testing location #9
 0'-2" A SL 10yr 3/2
 2'-100" C S 10yr 3/6
 Redox @ 96"

Testing location #10
 0'-12" A SL Greyed
 12'-70" C1 S 10yr 5/6
 70"-102" C2 S 10yr 3/6
 Redox @ 80"



REVISION LOG:
 4/8/2020 - CC SUBMISSION

WINCHENDON SOLAR
 PARCEL # 9-0-97 & 9-0-98
 SPRING STREET
 WINCHENDON, MASSACHUSETTS 01430
 WORCESTER COUNTY
OVERALL SITE PLAN

ESCROW AGREEMENT

This Escrow Agreement ("Agreement") is entered into and effective this ___ day of _____, 2020 by and among **Winchendon Solar LLC** ("Winchendon Solar"), the **Town of Winchendon, Worcester County, State of Massachusetts** ("Town") and **The First National Bank of Northfield** ("Escrow Agent").

RECITALS

WHEREAS, Town has requested that Winchendon Solar establish and deliver funds (the "Escrow Funds") into an escrow account with Escrow Agent to meet its obligations to decommission a certain solar project constructed by Winchendon Solar and located in the Town of Winchendon. Town, Winchendon Solar and Escrow Agent agree to enter into this Agreement to define the terms of that account.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties agree as follows:

AGREEMENT

1. Appointment of Escrow Agent. On the terms, and subject to the conditions, set forth in this Agreement, Winchendon and Town hereby appoint Escrow Agent as their agent and custodian to hold, invest and distribute the Escrow Funds and all interest and investment earnings thereon (the "Escrow Interest") in accordance with this Agreement. To the extent any Escrow Interest accrues during the term of this Agreement, such Escrow Interest shall be added to but shall not be included as part of the principal amount of the Escrow Funds except as set forth in Section 5.
2. Delivery of Funds to Escrow Agent. Upon execution of this Agreement, Winchendon Solar shall deposit with Escrow Agent an amount equal to **Two Hundred Thirty Three Thousand, Nine Hundred and 00/100 U.S. Dollars (US \$233,900.00)**. The Escrow Funds shall, for all purposes, be considered property of Winchendon Solar unless and until distributed to Town in accordance with this Agreement, and except to the extent that Winchendon Solar owes Escrow Agent for fees, charges and expenses Winchendon Solar is obligated to pay Escrow Agent under terms of this Agreement. Subject to Escrow Agent's right of set off against Escrow Interest in excess of the Escrow Total, to protect Town prior to such distribution, Winchendon Solar hereby grants to Town a first priority security interest in all of Winchendon Solar's right, title and interest in and to the Escrow Funds held under this Agreement for the purpose of securing Winchendon Solar's decommissioning obligations. However, any release of any portion of the Escrow Funds to Town in accordance with this Agreement shall act as an automatic termination of Town's security interest in the Escrow Funds so released. Winchendon Solar authorizes Town to file such financing statements and other documents as Town reasonably deems necessary or advisable to protect Town's rights in the Escrow Funds. Each party will sign such documents (including upon the request of Town a control agreement), provide such information, send such notices and take such other actions as any other party reasonably

requests to consummate more effectively the intent and purpose of the parties under this Section 2.

3. Investment. Escrow Agent shall hold and invest the Escrow Funds only in accordance with the terms of this Agreement. Seller understands and acknowledges that funds held in an interest bearing account with Escrow Agent are covered by insurance issued by the Federal Deposit Insurance Corporation (FDIC) up to a maximum of two hundred fifty thousand dollars (\$250,000.00) in insurance coverage and that all funds held in an interest bearing account in excess of such limit are uninsured. Seller also understands and acknowledges that funds held in a non-interest bearing account with Escrow Agent are insured by the FDIC without regard to amount, effective through August 1, 2051. Funds held by Escrow Agent on behalf of Seller after such date in a non-interest bearing account may be subject to other limitations. At the written direction of Winchendon Solar, Escrow Agent shall invest and reinvest the Escrow Funds in cash or one or more of the following: a non-interest bearing Business Advantage Checking Account; or an interest bearing Regular Business Savings Account, or any combination thereof.. All of the Escrow Funds shall be held by, or registered in the name of, Escrow Agent or its nominee. All Escrow Interest earned on the Escrow Funds shall accrue for the benefit of, and be taxable to, Winchendon Solar.
4. Distributions of Escrow Funds by Escrow Agent. Escrow Agent shall hold the Escrow Funds until instructed or otherwise required to deliver the same or any portion thereof in accordance with Section 5.
5. Distributions.
 - a. Escrow Interest. Once Escrow Funds being held by Escrow Agent reach the Escrow Total, and provided Winchendon Solar does not owe Escrow Agent any fees charges or expenses under the terms of this Agreement, Winchendon Solar may direct Escrow Agent in writing to pay Winchendon Solar the Escrow Interest earned on the Escrow Funds at times and amounts in Winchendon Solar's discretion as long as the amount of the Escrow Funds does not, as a result, become less than the Escrow Total.
 - b. Release at End of Term; Substitution of Security. After the full and final satisfaction of all of Winchendon Solar's decommissioning obligations and payment to Escrow Agent of all amounts owed to Escrow Agent by Winchendon Solar under the terms of this Agreement, any Escrow Funds remaining with Escrow Agent after all deductions for any damages or other allowed charges made by Town, and all accrued Escrow Interest, shall be released to Winchendon Solar. If Winchendon Solar provides a letter of credit or other security in form and substance and in the full amount of the Escrow Total to secure Winchendon Solar's obligations to Town prior to decommissioning, then upon written direction from Town to Escrow Agent the Escrow Funds and any Escrow Interest (less monies owed by Winchendon Solar to Escrow Agent) shall be released to Winchendon Solar..

- c. Escrow Claims by Town. Each claim against the Escrow Funds under this Agreement shall be made by Town by delivering to Escrow Agent a certificate, in substantially the form of Exhibit A attached hereto, specifying the nature of the claim (a "Claim Certificate"). A copy of each Claim Certificate shall also be delivered to Winchendon Solar contemporaneously with provision to Escrow Agent. Escrow Agent shall pay to Town the amount of Escrow Funds set forth in the Claim Certificate, in accordance with the Claim Certificate, on the first business day after it receives the Claim Certificate, regardless of whether Escrow Agent receives objection to such claim by Winchendon Solar.
 - d. Regulations of the Comptroller of the Currency. Town and Winchendon Solar acknowledge that regulations of the Comptroller of the Currency grant Town and Winchendon Solar the right to receive brokerage confirmations of any security transactions as they occur. Town and Winchendon Solar specifically waive such notifications to the extent permitted by law, and Winchendon Solar will receive monthly cash transaction statements that will detail all investment transactions.
6. Rights and Obligations of Escrow Agent.
- a. Duties.
 - i. Escrow Agent hereby accepts its obligations under this Agreement and represents that it has the legal power and authority to enter into this Agreement and to perform its obligations hereunder. Escrow Agent agrees that all Escrow Funds held by Escrow Agent under this Agreement shall be segregated from all other property held by Escrow Agent and shall be identified as being held in connection with this Agreement. Segregation may be accomplished by appropriate identification on the books and records of Escrow Agent. Escrow Agent's documents and records with respect to the transactions contemplated by this Agreement shall be available for examination by authorized representatives of Town and Winchendon Solar. Escrow Agent will deliver to Town and Winchendon Solar written statements not less than quarterly summarizing any activity with respect to the Escrow Funds (including the amount of interest and earnings thereon) and detailing the balance of the Escrow Funds.
 - ii. This Agreement may be terminated only by a writing executed by all of Town, Winchendon Solar and Escrow Agent.
 - b. No Other Duties. Escrow Agent shall not have any duties or responsibilities under this Agreement except as expressly set forth herein.
 - c. Escrow Fee. Escrow Agent shall be entitled to receive solely from Winchendon Solar (a) compensation for its regular services as escrow agent under this Agreement and (b) reimbursement for all reasonable and necessary out-of-pocket expenses incurred by Escrow Agent in fulfilling its obligations under this Agreement, including, without limitation, reasonable fees and disbursements of legal counsel. Such compensation and reimbursement obligations shall be paid

from time to time as incurred. In no circumstance will Town have any obligation to pay any amount to Escrow Agent arising out of or under this Agreement.

- d. Resignation of Escrow Agent. Escrow Agent may at any time resign by giving thirty (30) days advance written notice of such resignation to Town and Winchendon Solar. Upon such resignation, Escrow Agent shall not be discharged from its obligations under this Agreement until (a) a successor escrow agent, as mutually agreed on by Winchendon Solar and Town, shall have been appointed, (b) the successor escrow agent shall have executed and delivered an Escrow Agreement in substantially the form of this Agreement and (c) all Escrow Funds then held by Escrow Agent under this Agreement shall have been delivered to such successor escrow agent.
 - e. Liability of Escrow Agent. Escrow Agent shall not be liable for any action taken in accordance with the terms of this Agreement, including, without limitation, any distribution of the Escrow Funds in accordance with Section 4, as long as the action was taken in good faith. Escrow Agent shall not be liable for any other act or failure to act under or in connection with this Agreement, except for its own intentional tortious misconduct. Winchendon Solar and Town agree to indemnify, defend and hold Escrow Agent harmless from and against all claims, causes of action, costs, judgments, losses and damages arising out of or related to this Agreement, except for any such claims, causes of action, costs, judgments, losses or damages arising from or related to any breach of this Agreement by Escrow Agent or grossly negligent or intentional tortious actions or omissions of Escrow Agent.
 - f. Reliance on Documentary Evidence. Escrow Agent shall be entitled to rely on any written notice, certificate, affidavit, letter, document or other communication that is reasonably believed by Escrow Agent to be genuine and to have been signed or sent by the proper party or parties, and on statements contained therein, without further inquiry or investigation. Notwithstanding anything to the contrary in this Agreement, Escrow Agent may act on any written instructions given jointly by Town and Winchendon Solar.
 - g. Interpleader. If Town and Winchendon Solar shall disagree about the interpretation of this Agreement, or about the rights and obligations or the propriety of any act contemplated by Escrow Agent hereunder, then Escrow Agent may, within its reasonably exercised discretion, file an action of interpleader in the appropriate court of competent jurisdiction and deposit all of the applicable Escrow Funds with such court.
7. Termination of Agreement. This Agreement shall continue through the date on which all obligations of Winchendon Solar have been fully satisfied or all of the Escrow Funds shall have been paid to Town pursuant to the terms of this Agreement; provided, however, that if no claim has been made by the Town on or prior to August 1, 2051, then this agreement shall be terminated.
 8. Taxes. Taxes on distributions of the Escrow Funds shall be paid by Winchendon Solar.

9. Notices. All notices and other communications (including all certificates delivered pursuant to Section 5) under this Agreement by Town or Winchendon Solar to Escrow Agent shall be delivered contemporaneously to the other parties in the same manner as provided to Escrow Agent. All notices and other communications under this Agreement shall be given in writing and shall be personally delivered, sent by telecopier or facsimile transmission or sent to the applicable parties at their respective addresses indicated in this Section 9 by registered or certified U.S. mail, return receipt requested and postage prepaid, or by private overnight mail courier service, as follows:

If to Winchendon Solar, to:

Winchendon Solar LLC
c/o Allco Finance
77 Water Street, 8th Floor
New York, NY 10005
Attention: Timothy Young
Phone: 612-655-9749

If to Town, to:

Attention: _____
Phone: _____
Fax: _____

If to Escrow Agent, to:

The First National Bank of Northfield
PO Box 59
329 Division St.
Northfield, MN 55057
Attention: Kim Paddock
Phone: 507-664-0820
Fax: 507-664-0801

or to such other person or address as any party shall have specified by notice in writing to the other parties. If personally delivered, such communication shall be deemed delivered upon actual receipt; if sent by telecopier or facsimile transmission, such communication shall be deemed delivered the day of the transmission, or if the transmission is not made on a business day, the first business day after transmission (and sender shall bear the burden of proof of delivery); if sent by overnight courier pursuant to this Section 9, such communication shall be deemed delivered upon receipt; and if sent by U.S. mail pursuant to this Section 9, such communication shall be deemed delivered as of the date of delivery indicated on the receipt issued by the relevant postal service or, if the addressee fails or refuses to accept delivery, as of the date of such failure or refusal.

10. Miscellaneous.

- a. Captions. All titles, subject headings, section titles and similar items are provided for the purpose of reference and convenience and are not intended to be inclusive, definitive or to affect the meaning of the contents or scope of the Agreement.
- b. No Third-Party Beneficiary. No provision of this Agreement is intended to nor shall it in any way inure to the benefit of any customer, property owner or other third party, so as to constitute any such person a third-party beneficiary under this Agreement, or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.
- c. Integration; Amendment. This Agreement constitutes the entire agreement among the parties relating to the transactions described herein and supersedes any and all prior oral or written understandings. No amendment, addition to or modification of any provision hereof shall be binding on the parties, and no party shall be deemed to have waived any provision or any remedy available to it unless such amendment, addition, modification or waiver is in writing and signed by a duly authorized officer or representative of the applicable party or parties.
- d. Governing Law. The Agreement is made in the State of California and shall be interpreted and governed by the laws of such State or the laws of the United States, as applicable.
- e. Good Faith and Fair Dealing; Reasonableness. The parties agree to act reasonably and in accordance with the principles of good faith and fair dealing in the performance of this Agreement. Unless expressly provided otherwise in this Agreement, (i) whenever this Agreement requires the consent, approval or similar action by a party, such consent, approval or similar action shall not be unreasonably withheld or delayed, and (ii) whenever this Agreement gives a party a right to determine, require, specify or take similar action with respect to matters, such determination, requirement, specification or similar action shall be reasonable.
- f. Severability. Should any provision of this Agreement be or become void, illegal or unenforceable, the validity or enforceability of the other provisions of this Agreement shall not be affected and shall continue in force. The parties will, however, use their reasonable best endeavors to agree on the replacement of the void, illegal or unenforceable provisions with legally acceptable clauses that correspond as closely as possible to the sense and purpose of the affected provision and this Agreement as a whole.
- g. Cooperation. The parties agree to cooperate reasonably with each other in the implementation and performance of this Agreement. Such duty to cooperate shall not require any party to act in a manner inconsistent with its rights under this Agreement.

- h. Execution in Counterparts and By Facsimile Transmission. This Agreement may be executed in two (2) or more counterparts and by different parties on separate counterparts, all of which shall be considered one and the same agreement and each of which shall be deemed an original. This Agreement may be executed and delivered by facsimile, and the parties agree that such facsimile execution and delivery shall have the same force and effect as delivery of an original document with original signatures.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly executed as of the date first set forth above.

Dated:

Winchendon Solar LLC

By: _____

Name: _____

Its: _____

Dated:

Town of Winchendon

By: _____

Name: _____

Its: _____

Dated:

The First National Bank of Northfield

By: _____

Name: _____

Its: _____

EXHIBIT A TO ESCROW AGREEMENT

ESCROW CLAIM

CERTIFICATE

TO: _____

This Certificate is issued pursuant to that certain Escrow Agreement, dated as of _____, 2016, by and among the Town of Winchendon, Winchendon Solar LLC and you, as Escrow Agent (the "Escrow Agreement"). Capitalized terms used but not otherwise defined in this Certificate shall have the meaning ascribed to them in the Escrow Agreement.

The undersigned representative of Town hereby certifies that Town is entitled to receive Escrow Funds in the amount of \$_____ pursuant to the terms of the Escrow Agreement, due to the following (generally):_____

_____.

Accordingly, subject to the terms of the Escrow Agreement, you are hereby instructed to distribute, on the first business day after your receipt of this Certificate, the sum of \$_____ from the Escrow Funds to the undersigned by wire transfer to the following account:

Bank: _____

Account: _____

Routing Number: _____

Date: _____, 20_____

Town of Winchendon

By: _____

Name: _____

Title: _____

TOWN OF WINCHENDON



Telephone (978) 297-5410

Planning Board

109 Front Street
Winchendon, Massachusetts 01475-1758

**Town of Winchendon
Planning Board
PUBLIC HEARING NOTICE**

Notice is hereby given that the Winchendon Planning Board in conjunction with the Winchendon Tree Warden will host a public hearing regarding a request from Richard Garno, Jr. to remove a tree on Town property at 98 Hale Street, at their regularly scheduled meeting on Tuesday, August 18, 2020 at 6:40pm. The tree is an Eastern White Pine of approximately 50” diameter (at chest height). The hearing will be held remotely via www.zoom.com or if it is safe to do so, in the 2nd Floor Auditorium of the Winchendon Town Hall, 109 Front Street. More information is available by emailing amanugian@townofwinchendon.com. All interested persons should plan to attend. Alternative translation and accommodations are available by advance request.

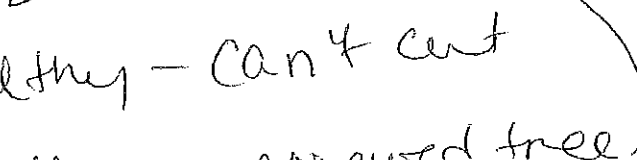
BY: Guy C. Corbosiero, Chair
Winchendon Planning Board

Mr Gallant,

We would like to take down some trees along the road at 98 Hale st in order to have solar panels installed and the trees are blocking the roof. My understanding is at least one of these trees is on town property. Could you please inform us what we can do to resolve this problem?

Thank you,

Richard Garno jr



live-healthy - can't cut
send letter - reviewed tree
state law - can't take
down healthy tree
set up w/ uncle - go
before select Board
for permission



DEPARTMENT OF PUBLIC WORKS
TOWN HALL
109 FRONT STREET
WINCHENDON, MASSACHUSETTS 01475
PHONE: - (978) 297-0170

July 14, 2020

Richard Garno, Jr.
98 Hale Street
Winchendon, MA 01475
RE: Tree Removal at 98 Hale Street

Dear Mr. Garno,

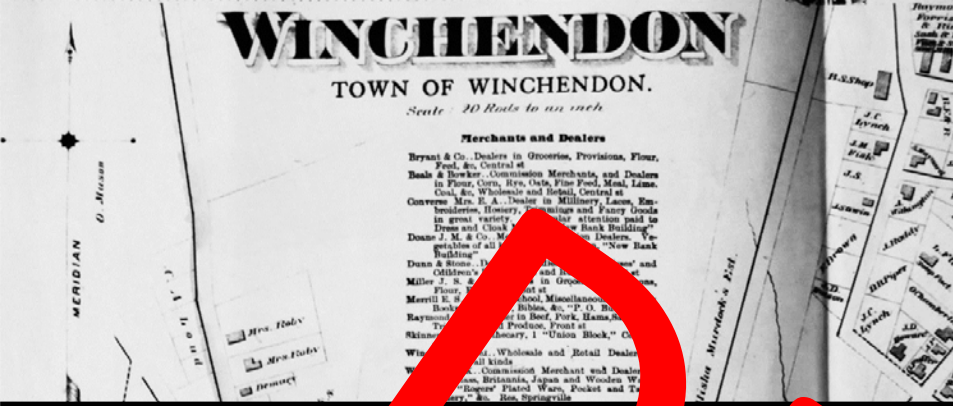
This letter is in regards to the tree at 98 Hale Street, on town property, that you are seeking to remove. I have been out to the location to examine the tree to see if removal was possible.

After inspection, I find the tree to be a healthy, live tree. According to Massachusetts State Law, I am not allowed to remove any tree found to be in healthy condition.

Should you decide to pursue the matter further, please feel free to contact the Town Manager's office at 978-297-0085. An appointment can be made through the Executive Secretary, Linda Daigle, to go before the Board of Selectmen to try to obtain permission for the tree to be removed.

Respectfully,

Albert C. Gallant
Public Works Director
Town of Winchendon
Tel. - 978-297-0170
Fax - 978-297-5403



COMMUNITY MASTER PLAN

Town of Winchendon, MA
September 2010



Our Plan

Why Plan?

A Master Plan guides a community's growth and development over a period of one to two decades. It establishes the community's vision and sets priorities, policies, and actions to best achieve that vision. The Master Plan forms the basis of the town's local zoning and development regulations, and it informs decision makers, such as town boards and staff, as well as residents and businesses, about these goals and measures. The Master Plan can also help secure grant funds to support projects and services that are important to Winchendon.

"The more a community does to enhance its distinctive identity, the more reason there is to visit and invest there."

Ed McMahon, Orton Trustee and Senior Fellow at the Urban Land Institute

Why Plan Now?

Circumstances and trends have changed since the last master plan was adopted in 2001. Subsequent revisions in 2005 and 2007 updated the plan with notes on the progress, but did not make substantive changes to the plan's core goals and assumptions.

The 2001 plan predicted population growth from 9,611 to 28,000, but as of 2017, Winchendon's population was not even half that large, at only 10,738. The plan also did not predict the prevalence of food insecurity, trends toward an older population and an increase in growth of female, single head of household with children under 5 and thus did not provide guidance on increased services and establishing programs for all vulnerable populations.

With much of the data and assumptions out of date, and many of prescribed actions no longer relevant to Winchendon's existing conditions and challenges, the Planning Board set out to update the Master Plan.





Key Challenges We Face

- Engaging all citizens/stakeholders
- Improved quality of life
- Growing in a way that honors the past
- Aging and blighted infrastructure
- Develop & support a sustainable local economy
- Attraction and retention of families and youth

Vision

Winchendon will be a town that embraces its enduring heritage of craftsmanship, entrepreneurial spirit, civic engagement and sense of community - abundant in culture, recreational opportunities, and natural beauty...a place where all are proud to call home.

Making It Happen

The goals and strategies of this plan are connected by general themes and challenges. Achieving our community's vision and addressing these challenges requires the active implementation of the strategies set forth in the plan. The implementation of all the chapters of this Master Plan outline the priorities, strategies, actors, and timing for getting things done. **Its understood that this is a living document and adjustments to the plan will be necessary to meet the ever changing needs of the community.** Public participation is **KEY** in the town realizing the goals that will ultimately bring the vision to life and sustain it well into the future.

Timing

The timing for the completion of strategies is broken down by the following timeframes:

Ongoing- fundamental tasks that establish the operating environment for the plan

Short Term - Actions that have low risk and/or certain reward, 0 – 2 years

Medium Term - Projects that take longer to achieve, need ongoing planning, or may require significant investment, 1-5 years

Long Term – Projects that require sustained, multiparty effort and significant investment, 2-10 years

Our Town

Our Land

The Town of Winchendon encompasses 44 square miles. In the 19th century, Winchendon began to grow as a manufacturing town that relied on water power for mills beginning with the damming of Lake Monomonac. Development began to cluster in small villages within the Town's borders, each surrounding a mill. At the peak of its industrial prosperity, Winchendon was home to the internationally-renowned Converse Toy Company giving the Town its nickname, "Toy Town." It was also during this era that Winchendon's town center moved from the Old Centre vicinity to its present location.

Mill villages, forests, and farm fields still comprise the prevailing pattern of development in Winchendon. However, the town has experienced sprawling suburban residential development. In recent years, efforts have been made to better develop and protect lands through smart growth, state and private acquisitions and development restrictions..

Our People

As of the most recent American Community Survey (2013-2017) estimates, the Town of Winchendon is home to 10,738 residents. The town's population continues to grow at a faster rate than both Worcester County and the Commonwealth of Massachusetts. In recent decades, the town's population has been aging steadily. In 1990, the median age in Winchendon was 31.0 years old; the average age has shifted by more than 10 years to 41.3 years old.

There are an estimated 3,889 households in Winchendon, with an average household size of 2.69 persons. Approximately 30.2% of households include children under the age of 18, of which 7.1% are female single head of household, and 40.7% of households have at least one resident over the age of 60.

In 2000, an est. 195 residents identified as Hispanic or Latino. Similarly, residents identifying as African American alone from 77 (0.8%) to 108 (1.0%) from 2000 to 2017.





Our Economy

According to the most recent American Community Survey (2013–2017), the median household income is \$64,539 in Winchendon, placing it between the state (\$74,167) and nation median household income levels (\$57,652).

The top five largest employing industries in town are educational services (20.5% of total employees), manufacturing (11.1%), health care & social assistance (10.4%), retail trade (10.2%), and accommodation & food services (9.6%).

While the town has experienced sprawling suburban residential development, there are many vacant properties in the business areas that have been left unkempt. Winchendon contains several large tracts of state-owned open space, including the Lake Dennison Recreational Area and part of Otter River State Forest, which are open to the public for camping, fishing, and other outdoor recreation. There are town owned recreational opportunities where one can enjoy the scenic resources throughout Winchendon such as the North Central Pathway and the Winchendon Community Park. These places attract people from surrounding communities that aid in supporting the local economy.

Our Process

The Winchendon Planning Board appointed an 7-member Master Plan Committee. Members brought with them perspectives shaped by a wide variety of professional and volunteer experience and were able to speak as experts about the strengths and weaknesses of our town. The Committee sought to generate excitement and enthusiasm, provide timely and useful information, and promote broad and diverse public involvement by utilizing surveys, interviews, public meetings, and workshops in an attempt to reach out to people representing all sectors of Winchendon's population.

Each plan chapter in **Volume 1** includes a summary of the topic and a discussion of the goals and strategies for implementation. **Volume 2 contains supporting data and source information.** The topical chapters are:

- Land Use
- Open Space and Recreation
- Economic Development
- Housing
- Historic and Cultural Resources
- Transportation
- Services and Facilities
- Health & Wellbeing
- Communication & Engagement
- Implementation

Land Use

Background

72% of Winchendon's land area is still undeveloped open space and forest. Of this undeveloped land, a relatively small amount is permanently protected from development, like Otter State Forest and the Lake Dennison Recreational Area. This leaves a lot of land open for potential development in the future.

The majority of Winchendon's growth in the past ten years has been single-family residential and medium to large scale solar arrays. Only a small portion of the town's land is zoned for commercial or industrial use.

When making decisions about future land use, town officials must balance the need for a commercial tax base large enough to support infrastructure for Winchendon's residential areas with the need to protect Winchendon from development that its citizens don't find desirable. If Winchendon's commercial and industrial sectors do not grow and increase their contribution to the local tax base, it will fall on the homeowners to fund a larger percentage of the Town's annual budget. The right mix of commercial and appropriate development will help ease the tax burden on local homeowners while creating jobs and expanding Winchendon's economy. Decisions and planning should follow Smart Growth principles – which consider open space, historic preservation, and housing – in future planning.

Land Use Goals

LU 1: Identify areas in town suitable for expanded or new commercial or industrial development and encourage compact, mixed-use development in downtown Winchendon.

LU 2: Encourage agriculture and green living

LU 3: Preserve Winchendon's existing open space resources

LU 4: Encourage and promote new and existing recreational opportunities for residents and visitors





Implementation

well-deliberated, and rational. The Planning

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
<p>LU 1: Identify areas in town suitable for expanded or new commercial or industrial development and encourage compact, mixed-use development in downtown Winchendon.</p>	<p>Strategy LU 1.1: Hold a public meeting where boards, committees, departments and the public get together to brainstorm ideas.</p>	Medium-term
	<p>Strategy LU 1.2: Be proactive about preserving historic structures</p>	Ongoing
	<p>Strategy LU 1.3: Enforce the existing zoning while supporting the Planned Development zone’s goal of walkable, mixed-use development.</p>	Ongoing
	<p>Strategy LU 1.4: Propose updated zoning bylaws and regulations and include increasing development density by supporting infill, smaller lot sizes and allowing more than one building per parcel.</p>	Medium-term
<p>LU 2: Encourage agriculture and green living</p>	<p>Strategy LU 2.1: Continue pursuing competitive grants under the town’s Green Community designation</p>	Ongoing
	<p>Strategy LU 2.2: Encourage agriculture as an industry.</p>	Ongoing
	<p>Strategy LU 2.3: Promote awareness among town residents about everyday sustainability practices.</p>	Ongoing
<p>LU 3: Preserve Winchendon’s existing open space resources</p>	<p>Strategy LU 3.1: Consider partnerships with conservation organizations such as Mass Audubon, North County Land Trust & Mt. Grace.</p>	Short-term
	<p>Strategy LU 3.2: Consider participation in the State Community Preservation Act (CPA) program. The CPA allows municipalities to raise money through a tax surcharge, with state matching funds. Funds can only be used for open space, historic preservation, affordable housing and outdoor recreation.</p>	Short-term
<p>LU 4: Encourage and promote new and existing recreational opportunities for residents and visitors</p>	<p>Strategy LU 4.1: Evaluate opportunities to promote Winchendon’s existing municipal and school recreation areas.</p>	Ongoing

Open Space

Background

Winchendon's current patterns of open space and development reflect the historical periods of agriculture and industrial production based on forestry resources, industrial decline, and suburbanization. These historic waves of development were shaped by a landscape rich in water and forestry resources. Now Winchendon's scenic rural landscape and relative affordability is attracting housing development to serve people who work in the greater Worcester and Boston areas and solar array construction due to the availability of large tracts of land.

With more residents and less available open land, there will be increased demand for recreation facilities, and conserved land will be needed to maintain Winchendon's traditional access to forests, lakes, streams, and open spaces. Townspeople have noted the lack of public access to the River and the ponds in Town. The lack of public access to undeveloped lands will grow even more acute as the Town becomes more suburban.

Like Winchendon's neighbors, there is a growing population of seniors and teens are a group of special concern; they need choices for healthy activities in addition to organized sports.

Open Space Goals

OS 1: Continue to protect the quality and quantity of water resources

OS 2: Conserve open space resources and connect them with recreation facilities

OS 3: Pursue the Goals laid out in the Open Space & Recreation Plan, 2015 update.

OS 4: Increase townspeople's and visitors' access to and enjoyment of open space resources



Implementation

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
OS 1: Continue to protect the quality and quantity of water resources	Strategy OS 1.1: Encourage upgrading or replacing failed septic systems and expansion of the sewer system	Ongoing
	Strategy OS 1.2: Protect the quality and quantity of wetland resources by continuing to improve enforcement of regulations	Ongoing
	Strategy OS 1.3: Protect current and future drinking water supplies	Ongoing
OS 2: Conserve open space resources and connect them with recreation facilities	Strategy OS 2.1: Identify and prioritize areas and parcels for protection. Examine the acreage protected under agricultural and forestry property programs, and consider the community's options	Short-term
	Strategy OS 2.2: Promote and institute land management practices to protect rare species, encourage diversity and support wildlife	Ongoing
	Strategy OS 2.3: Expand North Central Pathway and Town trails	Long-term
	Strategy OS 2.4: Identify areas for trail and open space linkages, including connecting routes to NH and other communities	Medium-term
	Strategy OS 2.5: Seek to acquire properties to improve downtown open space and recreational opportunities, such as pocket parks and highly visible locations for public concerts and movies	Medium-term
OS 3: Pursue the Goals laid out in the Open Space & Recreation Plan, 2015 update.	Strategy OS 3.1: Develop a network of neighborhood and school playgrounds and walking routes.	Ongoing
	Strategy OS 3.2: Continue to expand the availability of athletic fields and other facilities, including a fitness course, while keeping maintenance within budget	Ongoing
	Strategy OS 3.3: Continue to reassess needs of all residents for activities and resources, and develop specific programs to meet need	Ongoing
	Strategy OS 3.4: Identify long-range funding for maintenance and programs	Medium-term
	Strategy OS 3.5: Prioritize acquisition needs	Short-term
	Strategy OS 3.6: Support expansion of agricultural uses/ opportunities	Ongoing
OS 4: Increase townspeople's and visitors' access to and enjoyment of open space resources	Strategy OS 4.1: Provide recreational access to water bodies in town	Medium-term
	Strategy OS 4.2: Clean up Whitney Pond and pursue efforts to develop recreational opportunities at the Pond	Medium-term
	Strategy OS 4.3: Increase awareness of the value of the Town's natural resources and open areas	Ongoing
	Strategy OS 4.4 Identify necessary maintenance and site improvements for existing Town open spaces	Ongoing

Economic Development

Background

Winchendon is a wealthy community in terms of its natural, cultural, and historic resources and its location in central New England. Despite these bountiful resources, Winchendon has many economic challenges in its present and near future including declines in manufacturing and local employment opportunities, low incomes, and a competitive business environment in nearby tax-free New Hampshire.

Rising to meet these challenges will require that all of Winchendon's citizens get involved in the business and life of the Town. Economic development planning should seek to build on what Winchendon already has – its natural and scenic resources, potential for a recreation-based economy, and links to a region with education and cultural resources.

Recreation and tourism can act as catalysts for commercial, economic, and community development. In addition, Winchendon's position as a right-to-farm community creates an avenue for a Food based economy that can be an expansion of agriculture. Agriculture includes not only farms but also added-value products, local food based restaurants, and pushes thinking beyond the notion of agriculture as exclusively "farms."

Winchendon's overall goal is to develop an environmentally-sound economy that provides a wide range of economic opportunities and employment for all of its residents

Economic Development Goals

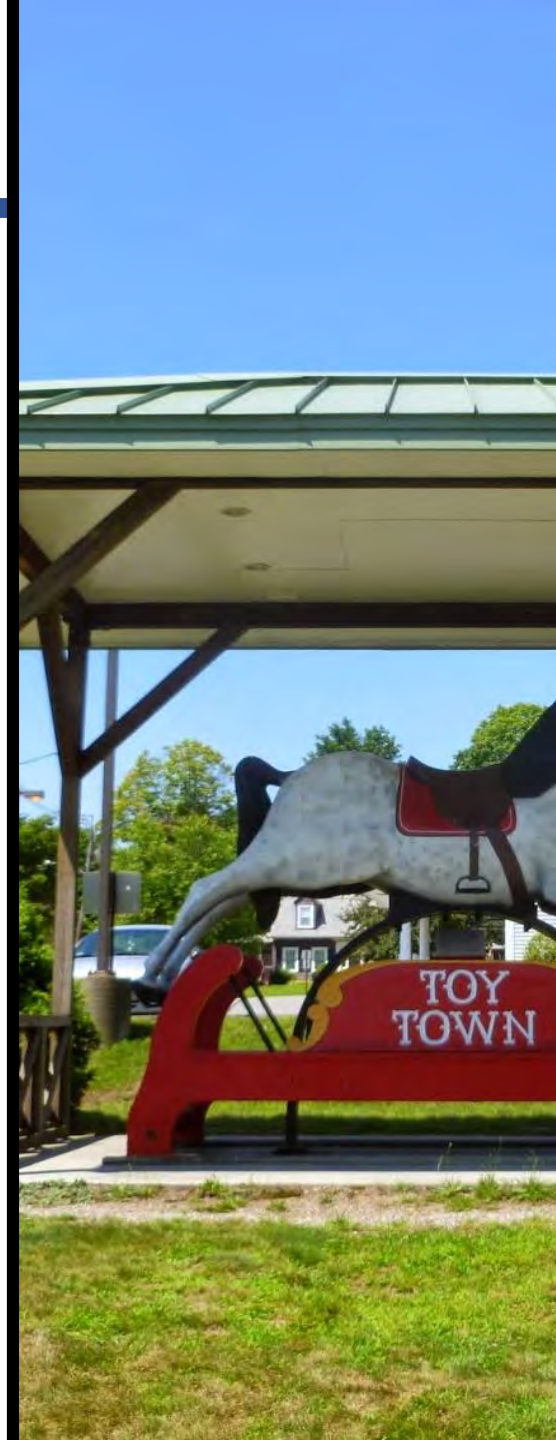
ED 1: Ensure regular, ongoing, and effective communication between current and prospective businesses and Town governmental offices

ED 2: Rebuild and rebrand downtown Winchendon as a business center and image of a vital New England small town

ED 3: Use recreation and agriculture as new industries and a catalyst for economic development

ED 4: Increase the value potential of Winchendon's people; its labor force, business owners, and prospective entrepreneurs of all ages.

ED 5: Develop/Redevelop Winchendon's economic infrastructure



Implementation



<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
<p>ED 1: Ensure regular, ongoing, and effective communication between current and prospective businesses and Town governmental offices</p>	<p>Strategy ED 1.1: Establish an Economic Development Committee to track and understand the Town’s economic needs and opportunities, help implement the Master Plan Economic Development goals.</p>	Short-term
	<p>Strategy ED 1.2: Solicit information from existing business owners regarding their level of satisfaction with Winchendon as the location for their operations to help determine future business needs in the community and plan ahead for necessary changes or improvements.</p>	Short-term
	<p>Strategy ED 1.3: Encourage establishment of a local business association to give local businesspeople voice in the community.</p>	Medium-term
	<p>Strategy ED 1.4: Improve and strengthen the Town’s Business Development website and business support services</p>	Ongoing
	<p>Strategy ED 1.5: Ensure that permitting processes are transparent, prompt, reasonable, and consistent and consider assembling a comprehensive development permitting guidebook.</p>	Ongoing
	<p>Strategy ED 1.6: Adopt Massachusetts Chapter 43D allowing for expedited permitting on pre-approved parcels.</p>	Short-term
<p>ED 2: Rebuild and Rebrand downtown Winchendon as a business center and image of a vital New England small town</p>	<p>Strategy ED 2.1: Establish identity to begin branding and place-making efforts in the downtown and signify its status as a distinct place and destination.</p>	Ongoing
	<p>Strategy ED 2.2: Address the high cost of rents in downtown.</p>	Long-term
	<p>Strategy ED 2.3: Promote smart growth and connectivity within the Town and coordinate circulation to find ways to get both residents and travelers into the downtown, rather than passing through.</p>	Ongoing
	<p>Strategy ED 2.4: Consider adopting design guidelines for development in areas with characteristics worthy of preservation.</p>	Medium-term
	<p>Strategy ED 2.5: Promote traffic safety and signage in the downtown area. Pursue funding for a traffic safety study through the MRPC’s Unified Planning Work Program. Consider simple methods of enhancing the downtown streetscape, such as landscaping and way finding signage and information kiosks for visitors.</p>	Short-term
	<p>Strategy ED 2.6 Improve prominent blighted downtown properties and those in gateway locations.</p>	Ongoing

Implementation *continued...*

Goal	Strategy	Timeframe
ED 2: Rebuild and Rebrand downtown Winchendon as a business center and image of a vital New England small town (<i>continued</i>)	Strategy ED 2.7: Attract residents and visitors to local town, school and non-profit events and research how other communities have used local events to support their town’s economic developments.	Ongoing
	Strategy ED 2.8: Utilize Existing committees to work towards implementing the UMass Downtown Winchendon Revitalization Strategy 2014 and the Urban Land Institute’s 2004 report, “Opportunity Abounds.”	Short-term
	Strategy ED 2.9: Prepare a retail market study to determine the demand for various types of retail business, and determine if this demand is being met locally.	Short-term
	Strategy ED 2.10: Hold town, school and non-profit events in the downtown to draw people in and increase the visibility of attractions and increase marketing of events, amenities, and businesses for Winchendon.	Ongoing
	Strategy ED 2.11: Organize stakeholders into task forces or other groups to concentrate efforts into a particular cause or project.	Short-term
	Strategy ED 2.12: Increase coordination between local businesses to increase business retention and support businesses.	Short-term
	Strategy ED 2.13: Work towards increasing business diversity.	Ongoing
ED 3: Use recreation and agriculture as new industries and a catalyst for economic development	Strategy ED 3.1: Explore recreation and agriculture as a catalyst for economic development in towns similar to Winchendon. and	Short-term
	Strategy ED 3.2: Identify retail targets and properties for business development.	Medium-term
	Strategy ED 3.3: Expand efforts to develop and promote recreational opportunities in Winchendon.	Ongoing
	Strategy ED 3.4: Promote Winchendon’s existing natural, cultural, and historic resources and link efforts with Regional partners.	Ongoing
	Strategy ED 3.5: Leverage and build on HEAL Winchendon initiatives to build a sustainable food system in Winchendon and our region.	Short-term
	Strategy ED 3.6: Gather information from other communities who are building a food based economy and adapt for Winchendon.	Short-term
	Strategy ED 3.7: Strengthen our Agricultural Commission; evaluate expanding its mission as a Food Council.	Short-term



Implementation continued...



<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
<p>ED 4: Increase the value potential of Winchendon’s people; its labor force, business owners, and prospective entrepreneurs of all ages.</p>	<p>Strategy ED 4.1: Align education, vocational training and support services with opportunities available in the region and with the employment and business opportunities that Winchendon wants to attract.</p>	<p>Ongoing</p>
	<p>Strategy ED 4.2: Encourage and support transportation links to education, training, and job opportunities.</p>	<p>Ongoing</p>
	<p>Strategy ED 4.3: Encourage and support the entrepreneurial potential of our craftspeople, artists and artisans. Build a strong network of business support services and programs.</p>	<p>Ongoing</p>
<p>ED 5: Develop / Redevelop Winchendon’s economic infrastructure</p>	<p>Strategy ED 5.1: Redevelop underutilized sites where infrastructure already exists. Investment and reuse of existing buildings will promote sustainable principles while capturing the character of the community.</p>	<p>Ongoing</p>
	<p>Strategy ED 5.2: Work to secure funding for brownfield remediation and redevelopment via the new Economic Development Committee.</p>	<p>Ongoing</p>
	<p>Strategy ED 5.3: Identify new areas for business development and consider expanding infrastructure to promote new economic development.</p>	<p>Long-term</p>
	<p>Strategy ED 5.4: Conduct a review of Winchendon’s current zoning bylaws to determine their adequacy for accommodating desired land use and development.</p>	<p>Medium-term</p>
	<p>Strategy ED 5.5: Aggressively seek funding for road and infrastructure improvements. Town officials should seek federal and state funding for infrastructure improvements and continually press the MRPC for regular funding of local projects.</p>	<p>Ongoing</p>
	<p>Strategy ED 5.6: Explore regionalization of services with neighboring towns. This has the potential to reduce operating costs.</p>	<p>Ongoing</p>
	<p>Strategy ED 5.7: Consider policies to encourage green development in commercial, industrial, and residential buildings and operations.</p>	<p>Ongoing</p>
	<p>Strategy ED 5.8: Pursue the installation of reliable high-speed Internet to all businesses, schools, libraries, medical facilities, government offices, and other public places.</p>	<p>Short-term</p>

Housing

Background

In the last decade, housing unit growth in Winchendon has significantly outstripped population growth. Despite this, Winchendon still has not reached the minimum number of affordable housing units required by Chapter 40B of the Massachusetts General Laws.

As Winchendon's population demographics have shifted over the past few years, the number of family-oriented households in the Town has begun to decrease. Households are also becoming smaller, which corresponds to the rise in Winchendon's senior population. The increase in the population of older citizens will mean the need for housing that can accommodate people with physical disabilities and long-term healthcare needs. Housing affordability also becomes a factor for people living on a fixed income.

Winchendon is also faced with a large amount of aging housing stock. 45% of Winchendon's existing housing stock is over 50 years old, and 31% was built before World War II. Many of these older units may be in need of rehabilitation.

Providing affordable housing to all Winchendon residents may require a broad variety of housing types to meet local needs.

Housing Goals

- HO 1:** Strive to achieve compliance with Chapter 40B
- HO 2:** Allow for a wider variety of housing opportunities
- HO 3:** Address high vacancy rates
- HO 4:** Rehabilitate Winchendon's existing aging housing stock, and preserve older historic homes
- HO 5:** Create neighborhoods that are connected to downtown Winchendon by a variety of transportation options



Implementation

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
HO 1: Strive to achieve compliance with Chapter 40B	Strategy HO 1.1: Create a Housing Production Plan (HPP). HPPs give communities that are not yet in compliance with Chapter 40B the opportunity to show that they are making progress in constructing affordable housing. An HPP would also help the Town determine the projected housing needs of its current and future population.	Short-term
	Strategy HO 1.2: Continue to partner with housing organizations to build more affordable housing.	Ongoing
HO 2: Allow for a wider variety of housing opportunities	Strategy HO 2.1: Encourage more apartments above businesses downtown and on Central Street.	Ongoing
	Strategy HO 2.2: Finds ways to promote the use of the Open Space Residential Development (Cluster Development) Bylaw in new residential subdivisions, grouping proposed residential properties closer together, allowing the rest of the land to be used as communal open space.	Medium-term
	Strategy HO 2.3: Encourage development of tenant-run organizations in multi-family housing complexes.	Medium-term
HO 3: Address high vacancy rates	Strategy HO 3.1: Create incentives for landlords to increase accessibility in upper-floor apartments.	Medium-term
HO 4: Rehabilitate existing aging housing stock, and preserve older historic homes	Strategy HO 4.1: Continue to apply for Community Development Block Grant (CDBG) funding for housing rehabilitation.	Ongoing
HO 5: Create neighborhoods that are connected to downtown Winchendon by a variety of transportation options	Strategy HO 5.1: Improve sidewalks and walkability.	Ongoing
	Strategy HO 5.2: Promote the Safe Routes to School program to create safe, walkable infrastructure in residential neighborhoods, including sidewalks, crosswalks, and trails, and to educate children and parents about the benefits of walking or bicycling to and from school.	Short-term
	Strategy HO 5.3: Create more walking and biking trails.	Ongoing

Historic and Cultural Resources

Background

Historic and cultural preservation involves the entire Town of Winchendon. There are culturally and historically important structures and sites throughout the Town. Additionally, there are numerous events, celebrations, and organizations that add to Winchendon's cultural heritage. These resources enrich and enhance the community, build civic pride, and help define Winchendon's identity.

Winchendon has a rich history of industry and invention. Of course, Winchendon is most well-known as "Toy Town," the former home of the world's largest toy factory, but during the 1800s, Winchendon was also known for multiple industrial innovations, like the first wood thickness planer, which was marketed until the 1950s. Although the industrial age and Winchendon's place in it are things of the past, this creative spirit can still be leveraged as an important part of Winchendon's identity.

Winchendon has a wealth of historic and cultural resources of various types, from historic homes to outdoor recreational spaces. Many towns and cities in New England have used their historical and cultural resources to help boost their economies and create a unique brand or

identity for their community. Awareness of these available resources is crucial in crafting policy and land use patterns that support and enhance protection and preservation.

Maintaining, restoring, and reusing historic properties can reserve neighborhood character, protect the tax base by maintaining value, and attract businesses that are looking for communities with a high quality of life and a sense of pride, character, and cultural richness. Equally as important as preserving historic sites is preserving traditions through annual celebrations and events that attract Winchendon residents and visitors.

Historic and Cultural Resources Goals

HC 1: Preserve Winchendon's existing historic and cultural assets

HC 2: Promote Winchendon existing historic and cultural assets





<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
<p>HC 1: Preserve Winchendon’s existing historic and cultural assets</p>	<p>Strategy HC 1.1: Reexamine the Winchendon Reconnaissance Report.</p>	<p>Short-term</p>
	<p>Strategy HC 1.2: Implement preservation restrictions on historic properties to protect historic structures from being demolished or excessively altered</p>	<p>Ongoing</p>
	<p>Strategy HC 1.3: Find ways to prevent “demolition by neglect” – lack of investment in old buildings until they become so dilapidated that any kind of restoration is no longer feasible.</p>	<p>Ongoing</p>
	<p>Strategy HC 1.4: Expand efforts to identify, preserve and develop town owned assets as places that reflect our Town’s cultural heritage and that can contribute to the cultural or economic identity that is embodied in this master plan. Assets such as, Old Murdock/Senior Center, Ingleside/Winchendon Community Park, Beal’s Memorial Library, Town Hall, GAR Park.</p>	<p>Short-term</p>
	<p>Strategy HC 1.5: Educate owners of historic properties about the importance of voluntarily maintaining structures against decay, deterioration, and structural damage to avoid possible loss of historic resources.</p>	<p>Medium-term</p>
<p>HC 2: Promote Winchendon’s cultural heritage and existing historic and cultural assets</p>	<p>Strategy HC 2.1: Encourage the Winchendon History and Cultural Center to work to increase its online presence, and partner with Winchendon public schools to find students interested in assisting with research, cataloguing, and perhaps even grant writing.</p>	<p>Medium-term</p>
	<p>Strategy HC 2.2: Promote Winchendon’s industrial heritage through modern-day events that focus on invention and creativity.</p>	<p>Ongoing</p>
	<p>Strategy HC 2.3: Use historic buildings and churches for cultural and civic events.</p>	<p>Ongoing</p>
	<p>Strategy HC 2.4: Encourage Winchendon Historical Commission members to seek out training in modern preservation tools that are available to them and to the Town.</p>	<p>Short-term</p>

Transportation and Circulation

Background

The average travel time to work for Winchendon's residents is 36.5 minutes, which is significantly higher than the Massachusetts average of 28 minutes. Between 1990 and 2000, mean travel time increased by 33.5%, and has continued to increase since then. Part of this trend can likely be attributed to Winchendon's relatively low real estate prices and scenic beauty, which attract homebuyers who are willing to travel longer distances to work in exchange for a home in a relatively undeveloped landscape.

Three major roadways connect Winchendon to the surrounding region and provide access to major metropolitan areas in New England. U.S. Route 202 runs north-to-south and connects Winchendon to Concord, New Hampshire's state capital. South of Winchendon, Route 202 provides access to Route 2, which is the region's major east-west link. Route 12 also runs north-to-south and connects Winchendon to Worcester, Fitchburg, and Leominster. Route 140 is another roadway that connects Winchendon to major regional population centers like Gardner, as well as connecting to Route 2. These major roadways provide Winchendon with connectivity to the rest of the Montachusett Region and a readily available supply of potential tourist traffic.

This heavy traffic flow also creates challenges for central Winchendon. Winchendon's downtown is located right on top of several of major intersections and it has been difficult to safely accommodate vehicle through-traffic. The Central Street corridor is scheduled to be completely reconstructed in 2021 which will create a pedestrian-friendly town center where people can linger, socialize, and shop.

Transportation and Circulation Goals

TR 1: Continue to make Winchendon's commercial centers welcoming to multiple forms of non-automobile transportation

TR 2: Improve traffic safety in downtown Winchendon

TR 3: Expand the regional trail network

TR 4: Improve maintenance of transportation infrastructure



Implementation



Goal	Strategy	Timeframe
<p>TR 1: Make Winchendon's commercial centers welcoming to multiple forms of transportation</p>	<p>Strategy TR 1.1: Create a Comprehensive Circulation Study/Plan that will help identify major roadway travel routes, safety issues, signage, crosswalk and sidewalk needs, pavement marking needs.</p>	<p>Medium-term</p>
	<p>Strategy TR 1.2: Make neighborhoods, especially downtown, more pedestrian-friendly through construction and rehabilitation of sidewalks.</p>	<p>Long-term</p>
<p>TR 2: Improve traffic safety in downtown Winchendon</p>	<p>Strategy TR 2.1: Analyze available traffic crash data from at least the past three years, focusing initially on areas with high crash rates.</p>	<p>Short-term</p>
	<p>Strategy TR 2.2: Implement traffic calming measures in downtown Winchendon per the 2014 Revitalization Strategy document.</p>	<p>Medium-term</p>
	<p>Strategy TR 2.3: Schedule free traffic counts with the MRPC to monitor traffic patterns over time and anticipate future improvements.</p>	<p>Ongoing</p>
<p>TR 3: Expand the regional trail network</p>	<p>Strategy TR 3.1: Complete a Trail Master Plan to inventory existing trails and open space and to create a Town-wide vision for expansion, management and funding, and acquisition of new properties.</p>	<p>Medium-term</p>
	<p>Strategy TR 3.2: Continue to work with neighboring communities and regional entities to establish a regional trail network linking Winchendon to various recreational opportunities outside its borders.</p>	<p>Ongoing</p>
<p>TR 4: Improve maintenance of transportation infrastructure</p>	<p>Strategy TR 4.1: Encourage the State to further investigate the condition of key bridges in the Town, and to make these bridges a funding priority.</p>	<p>Medium-term</p>
	<p>Strategy TR 4.2: Conduct and maintain an inventory of culverts and identify a mechanism to clean, repair, and update structures as needed.</p>	<p>Medium-term</p>
	<p>Strategy TR 4.3: Continue to seek funding for infrastructure projects on Local Jurisdiction Federal Aid eligible roads through the MMPO TIP process, work with the MRPC and Mass DOT on projects and funding opportunities.</p>	<p>Ongoing</p>

Services and Facilities

Background

This chapter of the Master Plan presents a general overview of Winchendon's town government, municipal facilities and services. All identified goals and strategies are intended support the town's aim of providing excellent, cost-effective, accessible services and programs that reflect the values and diversity of our community.

As the population ages, more investment may be required to deal with the health, housing, social, and transportation needs of seniors. Public education is offered by the town alone, meaning that the operational and budgetary burden is not being shared as if Winchendon school system were to be part of a regional school district with other communities. Moreover, many users choose to send their kids to schools outside of Winchendon. Citizens want continued high-quality services, but they also do not want to increase their taxes further.

To deal with these challenges above – as well as better prepare for a changing future – the town must decide how to shift its services, adopt new technologies and resources, seek collaboration where possible, and manage its budget in a responsible way.

Services and Facilities Goals

SF 1: Maintain existing Town & School services, facilities and programs, seeking collaboration between the various departments, boards, committees and community services where possible

SF 2: Seek and utilize regional resources and services where available

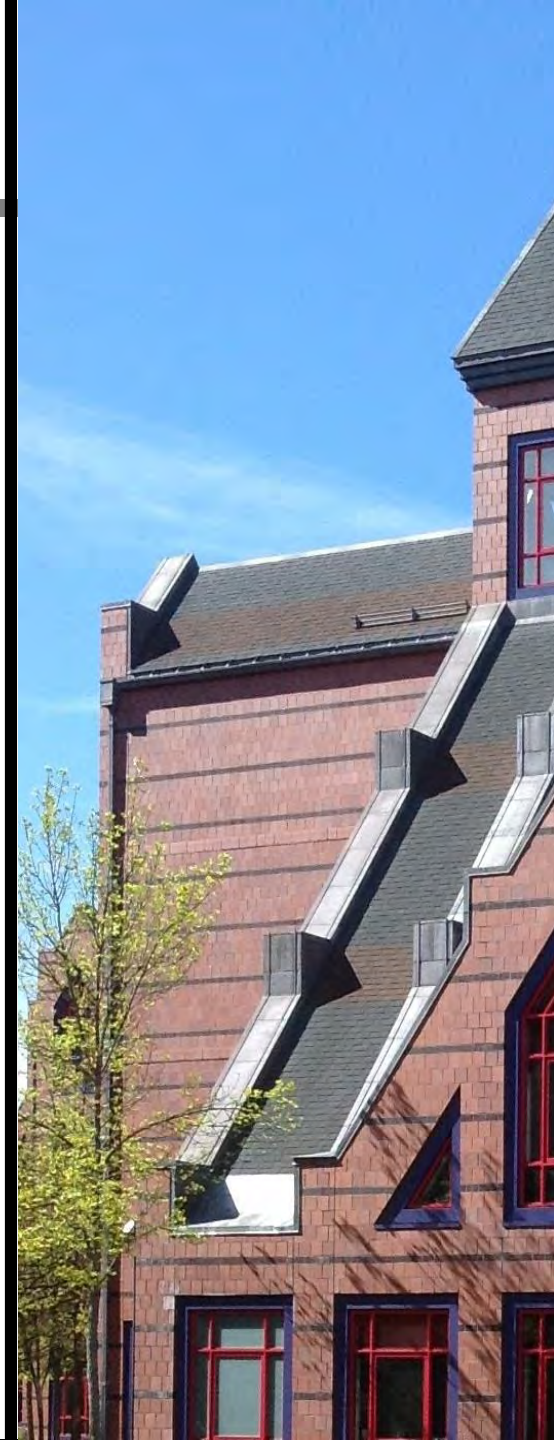
SF 3: Ensure Winchendon's services and facilities are accessible for all

SF 4: Continue efforts to coordinate town, school and community services including use of digital tools and new technologies

SF 5: Improve the capacity and knowledge-base of all current and future Board and Committee members

SF 6: Continue energy conservation measures under the town's Green Community designation

SF 7: Identify the town resources needed for the implementation of this plan





Implementation

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
SF 1: Maintain existing Town & School services, facilities and programs, seeking collaboration between the various departments, boards, committees and community services where possible	Strategy SF 1.1: Create quarterly meetings of all municipal boards, commissions and committees to be hosted by the Board of Selectmen, to help boards coordinate activities, reduce duplicative efforts, and promote a team-oriented approach to governance.	Short-term
	Strategy SF 1.2: Continue to hold regular department head meetings to discuss resources, budgeting, personnel and other issues.	Ongoing
	Strategy SF 1.3: All boards and staff involved with permitting of land development should have regular meetings to discuss planning and development issues in the town.	Ongoing
	Strategy SF 1.4: Prepare an updated organizational flow chart that depicts all municipal departments, boards, commissions, committees and ad-hoc committees and outlines which entity established them and which entity they report to. Include the School Department.	Medium-term
SF 2: Seek and utilize regional resources and services	Strategy SF 2.1: Pursue regionalization opportunities to increase local government capacity and collaborate with nearby communities.	Ongoing
	Strategy SF 2.2: Expand Information Technology (IT) capabilities.	Short-term
SF 3: Ensure Winchendon's services and facilities are accessible to all	Strategy SF 3.1: Increase interaction between Beal's Memorial Library and Old Murdock Senior Center.	Medium-term
	Strategy SF 3.2: Create a capital plan for the Old Murdock Senior to meet increased growing demand for senior services (including staffing, equipment, and facility improvements).	Medium-term
SF 4: Continue efforts to coordinate town, school and community services	Strategy SF 4.1: Continue to use town website, as well as town and departmental Facebook pages, to promote upcoming events, meetings, and disseminate new information.	Ongoing
	Strategy SF 4.2: Increase two-way communication between citizens and government and create opportunities for citizens to provide feedback.	Short-term
	Strategy SF 4.3: Broadcast and publish quarterly "State of the Town" updates or conduct "Ask the Town Manager/School Superintendent" type of forum.	Short-term

Implementation *continued...*

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
SF 5: Improve the capacity and knowledge-base of all current and future Board and Committee members	Strategy SF 5.1: Each board and committee in Winchendon’s Town Government should evaluate their purpose, strategies, options to expand participation and prepare a handbook that details their policies and procedures. Offer board-sponsored training session to inform new members and promote active participation. Further, each entity should identify ongoing training opportunities for all members.	Medium-term
SF 6: Continue energy conservation measures under the town’s Green Community designation	Strategy SF 6.1: Winchendon should continue exploring conservation measures and strategies for its municipal structures, as well as continue to apply for future competitive grant funds through the Green Communities program.	Ongoing
SF 7: Identify the town resources needed for the implementation of this plan	Strategy SF 7.1: Establish a Master Plan Implementation Committee	Short-term





Community Health & Wellbeing

Background

Winchendon's most important asset is its people and the quality of life that they can have, build and enjoy in Winchendon. The health and wellbeing of community members are determined by a variety of factors:

- availability of resources to meet daily needs
- access to social and economic opportunities
- quality of our schools and job training
- nature of social interactions and relationships
- transportation options
- availability of opportunities for recreation
- accessible built environment
- access to emergency/health services
- environments free of toxins

Our community must respond to a changing environment. Traditional options for routine grocery and retail items no longer exist, the housing stock is aging, limited employment opportunities and local medical care options provide for residents' needs, but only for people who have the means to travel and pay.

On the positive side, there are assets that can build on. Vacant space is available downtown to fill the need for grocery and retail. The growing agricultural community can provide fresh healthy food if a distribution system is established and there is increased awareness and support to address housing and transportation needs.

Health & Wellbeing Goals

HW 1: Coordinate with community resources, groups, nonprofits and businesses (including farmers/growers) to address the issues of food insecurity and food access

HW 2: Improve transportation options for all residents and particularly for those who require reliable access to food, medical care, work or school/education

HW 3: Continue to pursue all means to improve the condition and assortment of housing options

HW 4: Promote opportunities for improved connections among Winchendon residents to know and support each other within and across demographics

HW 5: Ensure that all residents, across demographics, are aware of all programs and services available that can make a difference in their quality of life

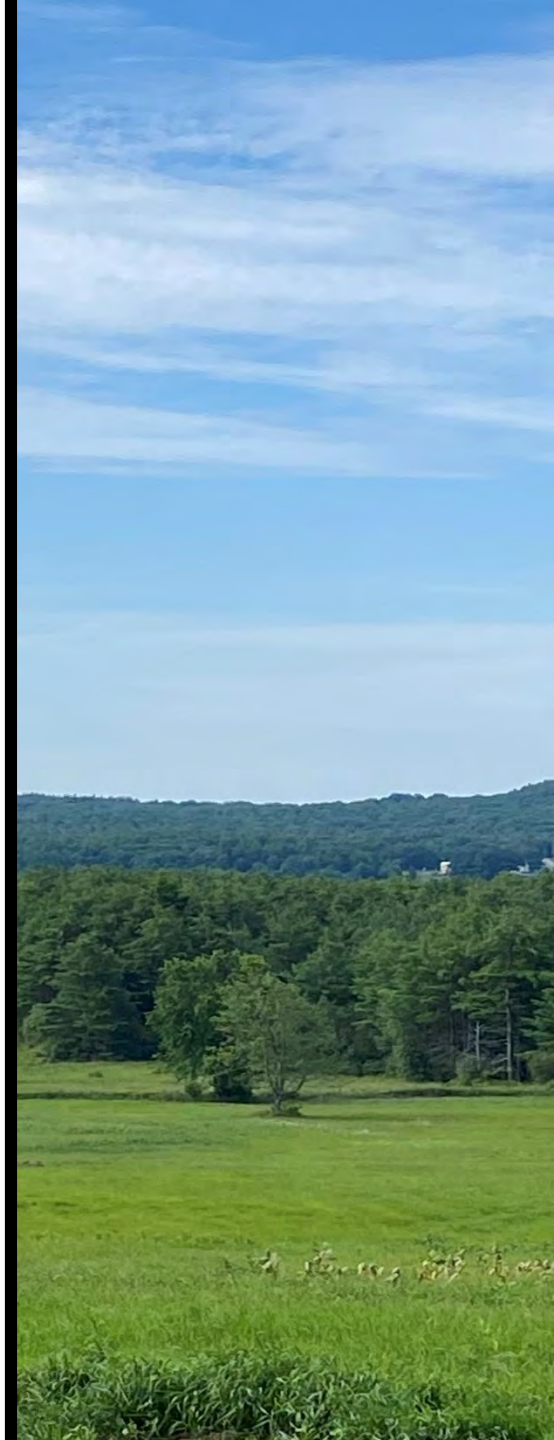


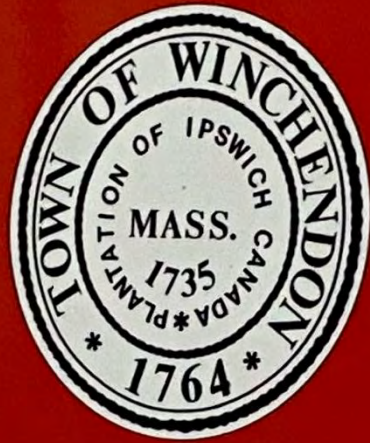
Implementation

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
HW 1: Coordinate with community resources, groups, nonprofits and businesses (including farmers/growers) to address the issues of food insecurity and food access	Strategy HW 1.1: Continue to build awareness of initiatives underway with updates on what is happening, how to get involved, and how this advances health & wellbeing for all in Winchendon	Ongoing
	Strategy HW 1.2: Ensure effective communication and coordination across initiatives to build an environmentally and economically sustainable food system for Winchendon	Short-term
HW 2: Improve transportation options for all residents and particularly for those who require reliable access to food, medical care, work or school/education	Strategy HW 2.1: Research options that communities similar to Winchendon have used to meet transportation needs; identify what makes sense for Winchendon	Short-term
	Strategy HW 2.2: Evaluate and work to improve the effectiveness existing transportation options, i.e. MART, CAC, Senior Center, Ride Share??, etc.??	Short-term
	Strategy HW 2.3: Work with our state and federal representatives to bring necessary resources to Winchendon	Medium-term
HW 3: Continue to pursue all means to improve the condition and assortment of housing options	Strategy HW 3.1: Coordinate with existing and planned Housing related strategies to build awareness of opportunities, needs and options; to build advocacy for these initiatives; and to stay current on these priorities	Ongoing
	Strategy HW 3.2: Research housing options that have been effective in other communities	Short-term
HW 4: Promote opportunities for improved connections among Winchendon residents to know and support each other within and across demographics	Strategy HW 4.1: Identify all the opportunities embodied in this master plan to build or strengthen connections. Engage community members in building and implementing a plan to activate priority opportunities	Short-term
	Strategy HW 4.2: Research effective options that have been used to engage and include people across demographics	Short-term

Implementation continued...

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
HW 4: Promote opportunities for improved connections among Winchendon residents to know and support each other within and across demographics (continued...)	Strategy HW 4.3: Consider an ongoing communications/branding plan of Winchendon working, building, creating, learning, playing, etc. together and promoting the benefits of this for all	Short-term
	Strategy HW 4.4: Identify opportunities and strategies with existing organizations, civic and social groups, the schools, etc. to broaden and build connections	Short-term
	Strategy HW 4.5: Determine how to best integrate this goal and strategies with the MassUp HEAL Winchendon three-year grant initiative	Short-term
HW 5: Ensure that all residents, across demographics, are aware of all programs and services available that can make a difference in their quality of life	Strategy HW 5.1: Research workable options that have been used by other communities or regions to provide accurate, timely and accessible information to residents	Short-term
	Strategy HW 5.2: Establish a committee or task force to coordinate the development, promotion and updating of this resource.	Short-term





**PLEASE
MAINTAIN
SOCIAL
DISTANCE**



Communication & Engagement

Background

Citizen participation is key to ensuring that the Master Plan creates the community that it envisions. Unfortunately, we have recently lost most of the traditional ways for keeping people up to date in what is happening in Winchendon. The loss of the printed Courier has been particularly hard.

At the same time, important new communication channels have opened. The cable community access channel makes it easier for citizens (with cable) to stay informed. Cellphones and social media provide untapped potential for better two-way communications between and among citizens and town officials. Most recently, the pandemic has caused everyone to think differently about how and what to communicate and has surfaced new ways of communicating via Zoom meetings and webinars.

The implementation of the Master Plan calls for our town officials to recognize that times have changed. By embracing the changes and making them work for us, we can create even greater community engagement, coordinate existing efforts and foster a more cohesive community.

Communication & Engagement Goals

CE 1: adopt new methods for keeping the community aware of and involved in in Town government using technology where appropriate

CE 2: adopt new methods to facilitate communication across town departments and boards using technology where appropriate

CE 3: Make broadband available and affordable to all town residents

CE 4: Increase the level of citizen participation in Town government





<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
<p>CE 1: Adopt new methods for keeping the community aware of and involved in in Town government using technology where appropriate</p>	<p>CE 1.1: Expand the role of the Communications Committee to include communications with residents across all forms of media</p>	<p>Short-term</p>
	<p>CE 1.2: Conduct a complete update or overhaul of the Town of Winchendon website</p>	<p>Short-term</p>
	<p>CE 1.3: Create and maintain a list of all Winchendon government social media accounts and ensure links to those accounts are readily available on the Town website</p>	<p>Short-term</p>
	<p>CE 1.4: Continue citizen participation in meetings via Zoom post-COVID-19 pandemic</p>	<p>Ongoing</p>
	<p>CE 1.5: Consider methods to push official Town news to relevant media outlets</p>	<p>Ongoing</p>
	<p>CE 1.6: Partner with the Winchendon School District, Council on Aging, and other official and community groups to share Town information with their stakeholders</p>	<p>Ongoing</p>
	<p>CE 1.7: Consider a "live news" feed on the Town website, similar to the one maintained on the Winchendon Public Schools site</p>	<p>Medium-term</p>
<p>CE 2: Adopt new methods to facilitate communication across town departments and boards using technology where appropriate</p>	<p>CE 2.1: Dedicate a section of the Town website targeted at easing cross-board communications</p>	<p>Short-term</p>
	<p>CE 2.2: charge departments and boards with identifying when collaboration is required to achieve a result and train them to post and seek such notices</p>	<p>Ongoing</p>
	<p>CE 2.3: Work with other municipalities to understand best practices already in place, and lobby with them for desired changes in laws and regulations if appropriate.</p>	<p>Long-term</p>
	<p>CE 2.4: Work with our elected state officials to ensure that meetings can continue to be held via Zoom post-pandemic, making changes to laws and regulations if required.</p>	<p>Short-term</p>

Implementation continued...

<u>Goal</u>	<u>Strategy</u>	<u>Timeframe</u>
CE 3: Make broadband available and affordable to all town residents	CE 3.1: Identify currently available broadband options for town residents and business	Short-term
	CE 3.2: Pursue options with current providers to expand and improve access to broadband service	Ongoing
	CE 3.3: Provide internet hotspots outside public buildings	Short-term
	CE 3.4: Consider creation of internet hotspots for underserved areas	Medium-term
	CE 3.5: Engage with the Massachusetts Broadband Institute to qualify Winchendon for expanded broadband programs	Medium-term
	CE 3.6: Seek support of elected state officials to ensure Winchendon is not left behind in broadband expansion	Medium-term
CE 4 – Increase the level of citizen participation in Town government	CE 4.1: Encourage voter participation in local elections via all town controlled social media	Ongoing
	CE 4.2: Simplify public access to live online meetings	Short-term
	CE 4.3: Ensure key meetings are archived for public viewing	Ongoing
	CE 4.4: Provide boards, commissions and committees with tools to improve citizen engagement in their efforts, through collaboration with Mass UP HEAL Winchendon as appropriate	Medium-term
	CE 4.5: Expand outreach efforts to entice volunteers to join boards, commissions and committees using social media outlets and cable.	Ongoing
	CE 4.6: Provide simplified descriptions of responsibilities and estimates of time commitments when soliciting for board, commission and committee members	Short-term





Committees Business Development Fall Fest Sc

Town News

Covid-19 Related News

Calendar



Dog licenses due now-\$20 for all unlicensed dogs »

This is a friendly reminder: the 2020 COVID-19, we have extended the



National Grid Power Outage

We hope everyone is safe and well. As a result of the storm, there is widespread



Cooling Center at the Clark

It's hot out there! A cooling center is located at 155 Central Street, from

Identity, Race, & Me: Community Discussion
Identity, Race, & Me: Community Discussion Group



Implementation

Town Boards, Commissions, Committees and citizens should see their Master Plan as a business plan for accomplishing the things that our citizens have expressed as important to their future. Achieving our community's Vision, and the usefulness of this Master Plan, requires the active implementation of the strategies set forth in each of the plan chapters.

This section organizes the strategies into ongoing, short-term, medium-term, and long-term categories, and assigns the execution of each strategy to one or more Board, Commissions, or Committees ("Responsible Actors"), including Staff where appropriate. In cases where multiple Responsible Actors are assigned, one is designated as the lead.

A listing of those Board, Commissions, or Committees that have been assigned as Responsible Actors is included for reference. Most of these groups are comprised of citizen volunteers (not elected) and need additional members. The implementation of this plan will include active recruitment and training of citizens to these groups (Strategy SF 6.1). A list of all Town Departments is included. An updated organizational chart that includes the school department is part of this plan. (Strategy SF 1.4)

A Master Plan of this scope and detail requires project management and oversight. A Master Plan Implementation Committee (MPIC) will be established by the Board of Selectmen (BOS) and charged with overseeing the execution of this Plan (Strategy SF 7.1). The MPIC will work with the Responsible Actors to set up milestones for each assigned strategy and will report directly to the BOS. Additionally, Responsible Actors will report their progress directly to the BOS at periodic meetings (Strategy SF 1.1) and recommend refinements to the plan.



Boards, Commissions & Committees

Agricultural Commission (AC) to support and promote agriculture in the town of Winchendon.
5 members, BOS appointed

Audit Committee (ADC) shall review the audit plan with independent auditors and meet with independent auditors to discuss the audit and the annual financial reports.
5 members, BOS appointed

Board of Health (BOH) protect the health of the public and Winchendon residents by promoting a healthy community.
5 members, Elected

Board of Selectmen (BOS) are deemed to be the chief executive office in the Town and shall serve as the chief policy making agency.
5 members, Elected

The Capital Planning Committee (CPC) considers requests for major equipment purchases and other capital projects and makes recommendations to the Town Manager and the town meeting.
5 members, BOS appointed

Communications Committee: (COM) The charge of the committee is to assist in expanding local access programming and the communications with the residents of the community.
7 members, BOS appointed

Conservation Commission (CONSCOM) responsible for the local administration and enforcement of the Massachusetts Wetland Protection Act, the local Wetlands Protection Bylaw and lead Environmental Conservation initiatives.
5 members, BOS appointed

Cultural Council (CC) supports community-based projects in the arts, humanities and sciences.
9 members, BOS appointed

Finance Committee (FINCOM) investigates the financial affairs of the town; the methods in which the town business is conducted and the general conduct of town affairs for which town funds have been paid by the town treasury.
7 members, Town Moderator appointed

Historical Commission (HC) is charged with the preservation, protection and development of the historical or archeological assets of the town.
5 members, BOS appointed

Winchendon Housing Authority (WHA) shall assess housing needs and provide programs to make affordable housing for families and elderly of low income.
5 members, 4 Elected, 1 State appointed

Library Board of Trustees (LBOT) determine the mission of the library and set the policies that govern the library
5 members, BOS appointed

Planning Board (PB) is responsible for land planning, Zoning Bylaws and Zoning Map; regulates land development according to the provisions of the Massachusetts General Laws, the Winchendon Zoning Bylaw, the Subdivision Rules and Regulations and the Site Plan Rules and Regulations.
5 members, BOS appointed

Recreation Commission (RC) is responsible for the formulation of the town Recreation Policy that includes: Facilities and Maintenance, Recreation Programming and Long range Planning
7 members, BOS appointed

School Committee (SC) is to enlighten, motivate and educate and provide a safe environment that promotes an appreciation of diversity and preparedness for the future. 5 members, Elected

Toy Town Community Partnership (TTCP) initiates projects that enhance the quality of life and the economic vitality of Winchendon.
7 Members, TM appointed

Winchendon Community Park Committee (WCPC) is to enhance the quality of life in our community by providing leadership, guidance, and inclusive community involvement for the development and utilization of the Ingleside property. 7 members, BOS appointed

Winchendon Redevelopment Authority (WRA) to create and maintain an economic and residential base that will attract new opportunities.
5 members, 4 BOS appointed, 1 State appointed

Zoning Board of Appeals (ZBA) hear all appeals or consider any matters referred to it under local regulations, acts as Special Permit Granting Authority, SPGA.
5 members, BOS appointed



Town Departments

The Town Manager serves as the Chief Administrative Officer for the community responsible for the day-to-day administration of the town's business and oversight of all municipal departments.

Accounting Department - provides accounting services to the Town and the School Systems. Among its major functions are the control of all receipts and disbursements of the Town. Other major departmental activities include the maintenance of the general ledger for all town and school funds and payroll for all town and school employees. In addition the department is responsible for account analysis and reconciliation, certification of availability of funds and ongoing financial monitoring of all contracts entered into by the town. Department Head: Joanne Goguen, Town Accountant

Animal Control - responsible for enforcing ordinances relating to the control, impoundment, and disposition of animals.
Department Head: David Walsh, Police Chief

Beals Memorial Library - provides a free and open environment where all may gather for education, culture and information. The library seeks to inspire and encourage literacy, growth and lifelong learning. Department Head: Manual King, Library Director

Board of Assessors - is responsible for maintaining all appraised values for property tax purposes at current market levels as of each January 1. Annual preparation of the tax rolls and tax rate setting are primary services. To this end, deed, building permit and field review information is collected. Sales, property characteristic, ownership, legal description and mapping files are created for valuation development and public information purposes. The Board of Assessors also administers statutory agricultural, charitable and property tax exemption programs as well as property tax and motor vehicle abatement services. Staffed by RG Group, Harald M. Scheid, Regional Tax Assessor

Building Department issues permits and schedules inspections for all building, plumbing, gas fitting, and wiring projects in the Town of Winchendon. The Building Department also upholds and enforces the Town's zoning by-laws, and is available to meet with citizens, architects, builders, realtors and others interested in building projects. Department Head, Geoff Newton, Building Inspector, Zoning Enforcement Officer

Collector/Treasurer's Office - is responsible for the efficient and timely billing and collection of all monies due the Town including: Real Estate Tax Excise, Motor Vehicle Tax, Personal Property Tax and Water Bill Payments as well as is responsible for the receipt of all Town monies and investments, all Tax Titles accounts, the administration of Town Meeting authorized debt, and the timely payment of all bills and payrolls of the Town. Department Head, Donna Spellman, Collector/Treasurer

Council on Aging - is to enrich the lives of the community senior population by providing educational programs, recreational activities, referral and social services assistance and to advocate for our seniors while educating the community of the needs of its elderly. Department Head, Shiela Bettro, Director Council on Aging

Emergency Management - management of the resources and responsibilities for dealing with all humanitarian aspects of emergencies (preparedness, response, mitigation, and recovery). The aim is to reduce the harmful effects of all hazards, including disasters. EMS Director, James Abare

Fire/EMS Department - protects life and property through emergency response and non-emergency assistance, and to promote public safety through inspection, enforcement, and education. Department Head, Thomas Smith, Fire Chief





Health Department – enforces regulations and conducts inspections to accomplish the goal of maintaining, protecting and improving the health, safety and well-being of the people of Winchendon. Department Head, James Abare, Health Agent

Planning and Development - serves as the town's chief planning and development office. The department provides staff to the Zoning Board of Appeals, the Planning Board, the Conservation Commission, the Winchendon Redevelopment Authority, and the Toy Town Community Partnership; assists businesses and developers with financial and regulatory issues; prepares and updates municipal planning documents and administers assorted development activities. The Department leads the administration of the Community Development Block Grant (CDBG) and other grant programs. Department Head: Tracy Murphy, Director of Planning & Development

Police Department - maintains public order and safety, enforces the law, and prevention, detection, and investigation of criminal activities. Department Head, David Walsh, Police Chief

Public Works Department - The Public Works / Utilities Department is responsible for maintenance of streets and alleys, sidewalks, storm water and drainage ways, and traffic signage and signal control, provides internal support for the towns vehicle maintenance and facility maintenance needs. The department is made up of several divisions including highway, water/sewer, fleet maintenance, cemeteries and parks, solid waste transfer station, and the wastewater treatment plant. Department Head: Albert Gallant, Public Works Director

Registrar of Voters- are responsible for **maintaining an accurate voter list** and supervising all town, state and federal elections in a non-partisan and fair manner. Department Head: Wendy Stevens, Town Clerk

School Department - to ensure each student possesses the skills, knowledge and habits necessary to persevere and realize their unique potential to become contributing members of society. Department Head: Joan Landers, School Superintendent

Town Clerk - oversees all aspects of elections, voter registration, absentee balloting, early voting, certifies nomination papers and initiative petitions. The office maintains the voter list, street, school, and jury listings, records all vital records and sends information to the state. The Clerk assists with genealogical research through birth and death records of the town, recording & certifying all official actions of the Town. Town meeting, elections, Planning & Zoning Board decisions, administers the oath of office to all elected and appointed board and committee members and provides them with the States Open Meeting and Conflict of Interest laws, posting meetings of all government bodies, submitting bylaws and zoning amendments to the AG for approval, issuing marriage licenses, dog licenses, business certificates, burial permits and responds to inquiries from the general public. Department Head: Wendy Stevens, Town Clerk

Town Manager – The Town Manager, with the Board of Selectmen provides executive leadership for the Town of Winchendon. Together, they pursue collaborative processes, ethical, and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Winchendon. Department Head: Keith Hickey, Town Manager

Veteran' Services - Assists each veteran and their dependents through state and federal benefits and fulfills the obligations associated with the Veterans Bill of Rights, MGL ch 115 and 108 CMR (Code of Massachusetts Regulations). Department Head: Scott Gauthier, Veteran's Agent

Ongoing Efforts – The fundamental tasks that establish the operating environment for the plan

Lead Actor underlined

Strategy	Actor/Charge
Strategy LU 1.2: Be proactive about preserving historic structures	<u>HC</u>
Strategy LU 1.3: Enforce the existing zoning while supporting the Planned Development zone's goal of walkable, mixed-use development.	PB, ZBA, <u>Zoning Enforcement</u>
Strategy LU 2.1: Strategy SF 7.1: Winchendon should continue exploring conservation measures and strategies for its municipal structures, as well as apply for future competitive grant funds through the Green Communities program.	<u>Planning & Development</u>
Strategy LU 2.2: Encourage agriculture as an industry.	<u>AC</u> , TTCP,WRA, Planning & Development
Strategy LU 2.3: Promote awareness among town residents about everyday sustainability practices.	<u>BOS</u> , CONSCOM
Strategy LU 4.1: Promote Winchendon's existing municipal and school recreation areas and trails.	BOS, CONSCOM, CC, RC, SC, <u>TTCP</u> , WRA
Strategy OS 1.1: Encourage upgrading or replacing failed septic systems and expansion of the sewer system	<u>BOH</u> , Town Manager, DPW, Planning & Development
Strategy OS 1.2: Protect the quality and quantity of wetland resources by continuing to improve enforcement of regulations	<u>CONSCOM</u> , Board of Health, DPW
Strategy OS 1.3: Protect current and future drinking water supplies	BOH, <u>CONSCOM</u> , DPW
Strategy OS 2.2: Promote and institute land management practices to protect rare species, encourage diversity and support wildlife	<u>CONSCOM</u>
Strategy OS 3.1: Develop a network of neighborhood and school playgrounds.	<u>PC</u> , SC
Strategy OS 3.2: Continue to expand the availability of athletic fields and other facilities, including a fitness course, while keeping maintenance within a limited budget	BOS, <u>PC</u>
Strategy OS 3.3: Continue to reassess needs of all residents for activities and resources, and develop specific programs to meet needs	BOS, <u>PC</u>
Strategy OS 3.6: Support expansion of agricultural uses/ opportunities	<u>AC</u>
Strategy OS 4.3: Increase awareness of the value of the Town's natural resources and open areas	BOS, CONSCOM, RC, <u>TTCP</u> , WCPC, WRA
Strategy OS 4.4 Identify necessary maintenance and site improvements for existing Town open spaces	<u>CONSCOM</u> , PC
Strategy ED 1.4: Improve and strengthen the Town's Business Development website and business support services	<u>TTCP</u> , WRA, Planning & Development
Strategy ED 1.5: Ensure that permitting processes are transparent, prompt, reasonable, and consistent and consider assembling a comprehensive development permitting guidebook.	Town Manger, Land Use, Planning and Development
Strategy ED 2.1: Establish identity to begin branding and place-making efforts in the downtown and signify its status as a distinct place and destination.	<u>BOS</u>

Strategy	Actor/Charge
Strategy ED 2.3: Promote smart growth and connectivity within the Town and coordinate circulation to find ways to get both residents and travelers into the downtown.	TTCP,WRA Town Manger, <u>Planning & Development</u>
Strategy ED 2.6: Improve prominent blighted downtown properties and those in gateway locations	TTCP, WRA, <u>Planning & Development</u>
Strategy ED 2.7: Attract residents and visitors to local town, school and non-profit events and research how other communities have used local events to support their town's economic developments.	AC,CC, PC, SC,TTCP,WRA, <u>Town Manager, Planning & Development</u>
Strategy ED 2.10: Hold town, school and non-profit events in the village to draw people in and increase the visibility of attractions and increase marketing of events, amenities, and businesses for Winchendon.	AC,CC, PC, SC,TTCP,WRA, <u>Town Manager, Planning & Development,</u>
Strategy ED 2.13: Work towards increasing business diversity.	AC,CC, PC,TTCP,WRA, <u>Town Manager, Planning & Development</u>
Strategy ED 3.3: Continue to link efforts to develop and promote recreational opportunities in Winchendon.	AC,CC, <u>PC</u> ,TTCP,WRA, Town Manager, <u>Planning & Development</u>
Strategy ED 3.4: Promote Winchendon's existing natural, cultural, and historic resources.	AC,CC,HC, PC,TTCP,WRA, <u>Town Manager, Planning & Development</u>
Strategy ED 3.6: Gather information other communities who are building a food based economy and adapt for Winchendon.	<u>Planning & Development</u>
Strategy ED 3.7: Strengthen our Agricultural Commission; evaluate expanding its mission as a Food Council.	<u>AC</u> ,BOS,Town Manager
Strategy ED 4.1: Align education, vocational training and support services with opportunities available in the region and with the employment and business opportunities that Winchendon wants to attract.	TTCP, WRA, <u>SC</u> Town Manager,
Strategy ED 4.2: Encourage and support transportation links to education, training, and job opportunities.	BOS, WRA, Town Manager, DPW, <u>Planning & Development</u>
Strategy ED 4.3: Encourage and support the entrepreneurial potential of our craftspeople, artists and artisans. Build a strong network of business support services and programs.	WHA, WRA, <u>Town Manager,</u> <u>Planning& Development</u>
Strategy ED 5.1: Redevelop underutilized sites where infrastructure already exists	WRA, <u>Town Manager,</u> <u>Planning & Development</u>
Strategy ED 5.2: Work to secure funding for brownfield remediation and redevelopment via the new Economic Development Committee.	WRA, Town Manager, <u>Planning & Development</u>

Ongoing Efforts

Strategy	Actor/Charge
Strategy ED 5.5: Aggressively seek funding for road and infrastructure improvements.	Town Manager, DPW, Planning & Development
Strategy ED 5.6: Explore regionalization of services with neighboring towns.	BOS, Town Manager
Strategy ED 5.7: Consider policies to encourage green development in commercial, industrial, and residential buildings and operations.	PB, Planning & Development
Strategy HO 1.2: Continue to partner with housing organizations to build more affordable housing.	WHA, WRA, Town Manager, Planning & Development
Strategy HO 2.1: Encourage more apartments above businesses downtown and on Central Street.	WHA, WRA, Town Manager, Planning & Development
Strategy HO 4.1: Continue to apply for Community Development Block Grant (CDBG) funding for housing rehabilitation.	BOS, Town Manager, Planning & Development
Strategy HO 5.1: Improve sidewalks and walkability.	DPW
Strategy HO 5.3: Create more walking and biking trails.	PC
Strategy HC 1.2: Implement preservation restrictions on historic properties to protect historic structures from being demolished or excessively altered	HC
Strategy HC 1.3: Find ways to prevent “demolition by neglect” – lack of investment in old buildings until they become so dilapidated that any kind of restoration is no longer feasible.	HC
Strategy HC 2.2: Promote Winchendon’s industrial heritage through modern-day events that focus on invention and creativity.	HC, TTCP, WRA Planning & Development
Strategy HC 2.3: Use historic buildings and churches for cultural and civic events.	AC, HC, CC, TTCP, WRA
Strategy TR 2.3: Schedule free traffic counts with the MRPC to monitor traffic patterns and anticipate future improvements.	DPW
Strategy TR 3.2: Continue to work with neighboring communities and regional entities to establish a regional trail network linking Winchendon to various recreational opportunities outside its borders.	PC, TTCP, WRA
Strategy TR 4.3: Continue to seek funding for infrastructure projects on Local Jurisdiction Federal Aid eligible roads through the MMPO TIP process.	PB, Town Manager, DPW, Planning & Development
Strategy SF 1.2: Continue to hold regular department head meetings to discuss resources, budgeting, personnel and other issues.	Town Manager
Strategy SF 1.3: All boards and staff involved with permitting of land development should have regular meetings to discuss planning and development issues in the town.	Town Manager, Land Use, Planning & Development
Strategy SF 2.1: Pursue regionalization opportunities to increase local government capacity and collaborate with nearby communities.	BOS, Town Manager

<u>Strategy</u>	<u>Actor/Charge</u>
Strategy SF 4.1: Continue to use town website, as well as town and departmental Facebook pages, to promote upcoming events, meetings, and disseminate new information.	Town Manager, COM
Strategy SF 6.1: Winchendon should continue exploring conservation measures and strategies for its municipal structures, as well as continue to apply for future competitive grant funds through the Green Communities program.	Town Manager, Planning & Development
Strategy HW 1.1: Continue to build awareness of initiatives underway with updates on what is happening, how to get involved, and how this advances health & wellbeing for all in Winchendon	COM, Town Manager
Strategy HW 3.1: Coordinate with existing and planned Housing related strategies to build awareness of opportunities, needs and options; to build advocacy for these initiatives; and to stay current on these priorities	WHA, WRA, Town Manager, Planning & Development
Strategy CE 1.4: Continue citizen participation in meetings via Zoom post-COVID-19 pandemic	BOS, Town Manager, COM, IT
Strategy CE 1.5: Consider methods to push official Town news to relevant media outlets	COM
Strategy CE 1.6: Partner with the Winchendon School District, Council on Aging, and other official and community groups to share Town information with their stakeholders	COM
Strategy CE 2.2: charge departments and boards with identifying when collaboration is required to achieve a result and train them to post and seek such notices	Town Manager
Strategy CE 3.2: Pursue options with current providers to expand and improve access to broadband service	COM
Strategy CE 4.1: Encourage voter participation in local elections via all town controlled social media	COM,
Strategy CE 4.3: Ensure key meetings are archived for public viewing	COM,
Strategy CE 4.4: Expand outreach efforts to entice volunteers to join boards, commissions and committees using social media outlets and cable.	COM,

Short Term - Actions that have low risk and/or certain reward, 0 – 2 years

Strategy LU 3.1: Consider partnerships with conservation organizations such as Mass Audubon, North County Land Trust & Mt. Grace.	CONSCOM
Strategy LU 3.2: Consider participation in the State Community Preservation Act (CPA) program for open space, historic preservation, affordable housing and outdoor recreation.	BOS, CONSCOM, HC, PB, PC, WCPC, WHA,
Strategy OS 2.1: Identify and prioritize areas and parcels for protection. Examine the acreage protected under agricultural and forestry property programs, and consider the community's options	AC, CONSCOM
Strategy OS 3.5: Prioritize Open Space acquisition needs	CONSCOM, CPC, PC, Town Manager
Strategy ED 1.1: Establish an Economic Development Committee to track and understand the Town's economic needs and opportunities, help implement the Master Plan Economic Development goals.	BOS, WRA, Town Manager

Short Term -

Strategy	Actor/Charge
Strategy ED 1.2: Solicit information from existing business owners regarding their satisfaction with Winchendon as the location for their operations to help determine future business needs in the community and plan ahead for necessary changes or improvements.	TTCP, <u>WRA</u> , Town Manger, Planning & Development
Strategy ED 1.6: Adopt Massachusetts Chapter 43D allowing for expedited permitting on pre-approved parcels.	<u>PB</u> , WRA
Strategy ED 2.5: Promote traffic safety and signage in the downtown area.	WRA, <u>DPW</u> , Planning & Development
Strategy ED 2.8: Utilize Existing committees to work towards implementing the UMass Downtown Winchendon Revitalization Strategy 2014 and the Urban Land Institute's 2004 report, "Opportunity Abounds."	WRA, <u>Town Manager</u> , Planning & Development,
Strategy ED 2.9: Prepare a retail market study to determine the demand for various types of retail business, and determine if this demand is being met locally.	<u>WRA</u> , Planning & Development
Strategy ED 2.11: Organize stakeholders into task forces or other groups to concentrate efforts into a particular cause or project.	<u>BOS</u> , Town Manager
Strategy ED 2.12: Increase coordination between local businesses to increase business retention and support businesses.	TTCP, WRA, Town Manager, Planning & Development
Strategy ED 3.1: Explore recreation and agriculture as a catalyst for economic development in towns similar to Winchendon.	AG, TTCP, WRA, Town Manager, Planning & Development
Strategy ED 3.5: Leverage and build on HEAL Winchendon initiatives to build a sustainable food system in Winchendon and the region.	<u>BOS</u> , Town Manager
Strategy ED 3.6: Learn from the experience of other communities who are building a food based economy and adapt for Winchendon.	TTCP, WRA, Town Manager, Planning & Development
Strategy ED 3.7: Strengthen Agricultural Commission; evaluate expanding its mission as a Food Council.	<u>AC</u> , Town Manager
Strategy ED 5.8: Pursue the installation of reliable high-speed Internet to all businesses, schools, libraries, medical facilities, government offices, and other public places.	<u>COM</u> , Town Manager, IT
Strategy HO 1.1: Create a Housing Production Plan (HPP)	<u>PB</u> , WHA
Strategy HO 5.2: Work with the Safe Routes to School program.	<u>SC</u> , Planning & Development
Strategy HC 1.1: Reexamine the Winchendon Reconnaissance Report.	<u>HC</u> , Town Manager, Planning & Development
Strategy HC 1.4: Continue/expand efforts to identify, preserve and develop town owned assets as places that reflect our Town's cultural heritage and that can contribute to the cultural and economic identity that is embodied in this master plan. Assets such as, Old Murdock/Senior Center, Ingleside/Winchendon Community Park, Beal's Memorial Library, Town Hall, GAR Park.	CC, <u>HC</u> , PC, WCPC
Strategy HC 2.4: Encourage Winchendon Historical Commission members to seek out training in modern preservation tools that are available to them and to the Town.	<u>HC</u>

Strategy	Actor/Charge
Strategy TR 2.1: Analyze available traffic crash data from at least the past three years, focusing initially on areas with high crash rates.	DPW, Town Manager
Strategy SF 1.1: Create quarterly meetings of all municipal boards, commissions and committees to be hosted by the Board of Selectmen, to help boards coordinate activities, reduce duplicative efforts, and promote a team-oriented approach to governance.	BOS, Town Manager
Strategy SF 2.2: Expand Information Technology (IT) capabilities.	Town Manager, IT Department
Strategy SF 4.2: Increase two-way communication between citizens and government and create opportunities for citizens to provide feedback.	BOS, COM, Town Manager
Strategy SF 4.3: Broadcast or publish quarterly "State of the Town" updates or conduct "Ask the Town Manager/School Superintendent" type of forum.	COM
Strategy SF 7.1: Establish a Master Plan Implementation Committee	BOS, PB
Strategy HW 1.2: Ensure effective communication and coordination across initiatives to build an environmentally and economically sustainable food system for Winchendon	AC, BOS, TTCP, WRA, Town Manager, Planning & Development
Strategy HW 2.1: Research options that communities similar to Winchendon have used to meet transportation needs; identify what makes sense for Winchendon	DPW, Town Manager, Planning & Development
Strategy HW 2.2: Evaluate and work to improve the effectiveness existing transportation options, i.e. MART, CAC, Senior Center, Ride Share??, etc.??	DPW, Town Manager, Planning & Development
Strategy HW 3.2: Research housing options that have been effective in other communities -	WHA, WRA, Planning & Development
Strategy HW 4.1: Identify all the opportunities embodied in this master plan to build or strengthen connections. Engage community members in building and implementing a plan to activate priority opportunities	BOS
Strategy HW 4.2: Research effective options that have been used to engage and include people across demographics	BOS
Strategy HW 4.3: Consider an ongoing communications/branding plan of Winchendon working, building, creating, learning, playing, etc. together and promoting the benefits of this for all	BOS, COM, Town Manager
Strategy HW 4.4: Identify opportunities and strategies with existing organizations, civic and social groups, the schools, etc. to broaden and build connections	BOS
Strategy HW 4.5: Determine how to best integrate this goal and strategies with the MassUp HEAL Winchendon three-year grant initiative	Planning & Development
Strategy HW 5.1: Research workable options that have been used by other communities or regions to provide accurate, timely and accessible information to residents	COM
Strategy HW 5.2: Establish a committee or task force to coordinate the development, promotion and updating of this resource.	BOS, PB

Short Term -

Strategy	Actor/Charge
Strategy CE 1.1: Expand the role of the Communications Committee to include communications with residents across all forms of media	<u>BOS</u> , Town Manager
Strategy CE 1.2: Conduct a complete update or overhaul of the Town of Winchendon website	Town Manager, <u>COM</u> , <u>IT</u>
Strategy CE 1.3: Create and maintain a list of all Winchendon government social media accounts and ensure links to those accounts are readily available on the Town website	Town Manager, <u>COM</u> , <u>IT</u>
Strategy CE 2.1: Dedicate a section of the Town website targeted at easing cross-board communications	Town Manager, <u>COM</u> , <u>IT</u>
Strategy CE 2.4: Work with our elected state officials to ensure that meetings can continue to be held via Zoom post-COVID-19 pandemic, making changes to laws and regulations if required.	<u>BOS</u> , <u>Town Manager</u>
Strategy CE 3.1: Identify currently available broadband options for town residents and business	<u>COM</u>
Strategy CE 3.3: Provide internet hotspots outside public buildings	<u>Town Manager</u>
Strategy CE 4.2: Simplify public access to live online meetings	<u>COM</u>
Strategy CE 4.6: Provide simplified descriptions of responsibilities and estimates of time commitments when soliciting for board, commission and committee members	<u>Town Manager</u>

Medium Term - Projects that take longer to achieve, need ongoing planning, or may require significant investment, 1-5 years

Strategy LU 1.1: Hold a public meeting where boards, committees, departments and the public get together to brainstorm ideas.	<u>BOS</u> , Town Manager
Strategy LU 1.4: Strategy ED 6.4, Conduct a review of Winchendon's current zoning bylaws to determine their adequacy for accommodating desired land use and development. Propose updated zoning bylaws and regulations and include increasing development density by supporting infill, smaller lot sizes and allowing more than one building per parcel.	<u>PB</u>
Strategy OS 2.4: Identify areas for trail and open space linkages, including connecting routes to NH and other communities	<u>CONSCOM</u> , <u>PB</u> , <u>PC</u>
Strategy OS 2.5: Seek to acquire properties to improve downtown open space and recreational opportunities, such as pocket parks and highly visible locations for public concerts and movies	<u>BOS</u> , <u>PC</u> , <u>TTCP</u> , <u>WRA</u>
Strategy OS 3.4: Identify long-range funding for maintenance and programs	<u>FINCOM</u> , <u>CPC</u> , <u>Town Manager</u>
Strategy OS 4.1: Provide recreational access to water bodies in town	<u>PC</u> , <u>WCPC</u>
Strategy OS 4.2: Clean up Whitney Pond and to develop recreational opportunities at the Pond	<u>CONSCOM</u> , <u>PC</u> , <u>WCPC</u>

Strategy	Actor/Charge
Strategy ED 1.3: Encourage establishment of a local business association to give local businesspeople voice in the community.	TTCP, <u>WRA</u> , Planning & Development
Strategy ED 2.4: Consider adopting design guidelines for development in areas with characteristics worthy of preservation.	<u>HC</u> , <u>PB</u>
Strategy ED 3.2: Identify retail targets and properties for business development.	<u>AC</u> , <u>PC</u> , TTCP, <u>WCPC</u> , <u>WRA</u>
Strategy ED 5.4: Conduct a review of Winchendon's current zoning bylaws to determine their adequacy for accommodating desired land use and development.	<u>PB</u> , Planning & Development
Strategy HO 2.2: Finds ways to promote the use of the Open Space Residential Development (Cluster Development) Bylaw in new residential subdivisions	CONSCOM, <u>PB</u>
Strategy HO 2.3: Encourage development of tenant-run organizations in multi-family housing complexes.	<u>WHA</u>
Strategy HO 3.1: Create incentives for landlords to increase accessibility in upper-floor apartments.	WHA, WRA, <u>TM</u> , Planning & Development
Strategy HC 1.5: Educate owners of historic properties about the importance of voluntarily maintaining structures against decay, deterioration, and structural damage to avoid possible loss of historic resources.	<u>HC</u>
Strategy HC 2.1: Encourage the Winchendon History and Cultural Center to work to increase its online presence, and perhaps partner with Winchendon public schools to find students interested in assisting with research, cataloguing, and perhaps even grant writing.	<u>HC</u>
Strategy TR 1.1: Create a Comprehensive Circulation Study/Plan that will help identify major roadway travel routes, safety issues, signage, crosswalk and sidewalk needs, pavement marking needs.	Town Manager, <u>DPW</u> , Planning & Development
Strategy TR 2.2: Implement traffic calming measures in downtown Winchendon per the 2014 Revitalization Strategy document.	<u>DPW</u>
Strategy TR 3.1: Complete a Trail Master Plan to inventory existing trails and open space and to create a Town-wide vision for expansion, management and funding, and acquisition of new properties.	CONSCOM, <u>PC</u> , <u>PB</u> , <u>WCP</u> , Planning & Development
Strategy TR 4.1: Encourage the State to further investigate the condition of key bridges in the Town, and to make these bridges a funding priority.	<u>DPW</u>
Strategy TR 4.2: Conduct and maintain an inventory of culverts and identify a mechanism to clean, repair, and update structures as needed.	<u>DPW</u>
Strategy SF 1.4: Prepare an updated organizational flow chart that depicts all municipal departments, boards, commissions, committees and ad-hoc committees and outlines which entity established them and which entity they report to.	BOS, <u>Town Manager</u>
Strategy SF 3.1: Increase interaction between Beal's Memorial Library and Old Murdock Senior Center.	<u>Town Manager</u>

Medium Term -

Strategy	Actor/Charge
Strategy SF 3.2: Create a capital plan for the Old Murdock Senior to meet increased growing demand for senior services (including staffing, equipment, and facility improvements).	CPC, <u>Town Manager</u>
Strategy HW 2.3: Work with our state and federal representatives to bring necessary resources to Winchendon	
Strategy CE 1.7: Consider a "live news" feed on the Town website, similar to the one maintained on the Winchendon Public Schools site	COM, <u>IT</u> , Town Manager,
Strategy CE 3.4: Consider creation of internet hotspots for underserved areas	<u>COM</u>
Strategy CE 3.5: Engage with the Massachusetts Broadband Institute to qualify Winchendon for expanded broadband programs	COM,IT
Strategy CE 3.6: Seek support of elected state officials to ensure Winchendon is not left behind in broadband expansion	Town Manager
Strategy CE 4.4: Provide boards, commissions and committees with tools to improve citizen engagement in their efforts, through collaboration with Mass UP HEAL Winchendon as appropriate	<u>Town Manager</u>

Long Term - Projects that require sustained, multiparty effort and significant investment, 2-10 years

Strategy OS 2.3: Expand North Central Pathway and Town trails	CONSCOM, <u>PC</u> ,TTCP, WCPC,WRA, Planning & Development
Strategy ED 2.2: Address the high cost of rents in downtown.	<u>Town Manager</u> , Planning & Development
Strategy ED 5.3: Identify new areas for business development and consider expanding existing infrastructure to promote new economic development.	<u>PB</u> ,WRA, Town Manager, Planning & Development
Strategy TR 1.2, Strategy HO 5.1: Make neighborhoods, especially downtown, more pedestrian-friendly and improve walkability through construction and rehabilitation of sidewalks..	<u>DPW</u>
Strategy SF 5.1: Each board and committee in Winchendon's Town Government should evaluate their purpose, strategies, options to expand participation and prepare a handbook that details their policies and procedures. Offer board-sponsored training session to inform new members and promote active participation. Further, each entity should identify ongoing training opportunities for all members.	BOS, <u>TM</u>
Strategy CE 2.3: Work with other municipalities to understand best practices already in place, and lobby with them for desired changes in laws and regulations if appropriate.	BOS, <u>Town Manager</u>

Acknowledgements

Master Plan Committee

This document would not have come to fruition without the hard work, dedication and perseverance of all former and current Master Plan Committee Members.

1. Jane LaPointe
2. Greg Vine
3. Arthur Amenta
4. Elaine Mroz
5. Jill Sackett
6. Penny Maliska
7. Doneen Durling
8. Corey Bohan
9. Mary Harrington
10. Lionel Cloutier
11. David Whitaker
12. Brian Dickens
13. James Halloran

Planning Board

The Master Plan Committee and the Planning & Development department staff appreciate the ongoing support from the Winchendon Planning Board

1. Guy Corbosiero (Chair)
2. Joseph Sackett
3. Burton Gould
4. Leston Goodrich
5. Arthur Amenta
6. Garrett Wante, Alt.



Staff Assistance

Tracy Murphy, Director, Planning & Development
Alison Manugian, Planning & Conservation Agent
Nicole Roberts, Land Use Coordinator

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Fitchburg MA 01420

Lead by: John Hume, Planning & Development Director
Assisted by: Sean O'Donnell, Planner



Winchendon MA Community Master Plan Draft I

Public Comment Period September 1 – 30, 2020

Please forward comments to

Tracy Murphy, Director of Planning & Development

at tmurphy@townofwinchendon.com

Or 109 Front St.

Winchendon MA 01475

Written comments preferred, alternative accommodations can be made
by calling Nicole Roberts at: 1-978-297-3537
or email at nroberts@townofwinchendon.com



TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting/Public Hearing

April 21st, 2020

Virtual Meeting via Zoom

Present: Chairman Guy Corbosiero, Vice-Chair Scott Robillard, Leston Goodrich Jr. Burton Gould Jr., Joseph Sackett
Alison Manugian, Planning Agent

Absent: Vice-Chair Scott Robillard, Arthur Amenta, Burton Gould Jr.,

6:30PM- Chairman Guy Corbosiero called the Planning Board meeting to order followed by Governor Baker's order on conducting remote meetings. He explained the rules and regulations for the meeting.

Announcements: None.

Public Comments: None.

Business:

Continued Public Hearing: Miller's Run

Ms. Manugian received an email from Tracy Murphy stating she and Al Galant (DPW Director) performed a site visit on April 9th, 2020. They visited to observe road conditions and drainage during a rain event. They visited again on April 14th, 2020 to observe if any residual effects of the rain existed. There were no concerns with the integrity of the dirt portion of the road. The following are statements from the email by Tracy Murphy.

1. The DPW grades dirt roads multiple times every year and once the roads of Miller's Run are accepted by the town, they will be included in their regular cycle. The DPW Director will be installing signs to designate the dirt portion as an emergency egress only, this use has been discussed throughout this process.
2. Where water pools at the junction of the dirt and paved sections will be easily addressed by the grading of the dirt portion once that commences.
3. There are no additional railings necessary if both pedestrian walkways are accommodated. We were unable to locate any evidence of something previously installed.
4. Once the roadways are accepted, the homeowner at 156 Pinewood can contact the DPW to inquire about the particulars and details of their installation of an adequate driveway apron.

To reiterate to the planning board and the residents of the Miller's Run subdivision- the roadways, drainage structures and walkways throughout Miller's Run are approved by the DPW Director. Issues

that were discussed at the public hearing on April 7th can be easily addressed under general maintenance and will commence on acceptance of the roadway.

Mr. Goodrich asked about the timeline of when the grading of the road would start after it has been accepted. Ms. Manugian was not sure but assumed it would start on their next regular grading cycle.

Mr. Gould joined the meeting.

The motion to recommend the Board of Selectmen accept transfer the open space, that easements be formally put in place, and the town taking of the roads be brought forward to the town meeting, has been brought forward to the board.

Mr. Goodrich motioned to recommend, 2nd by Mr. Sackett. The board unanimously voted aye.

Goodrich (Y) Gould (Y) Sackett (Y) Corbosiero (Y) 4-0

Discussion of Public Hearings via remote participation

The board discussed the two options while meeting remotely- hold new hearings while the board meets remotely or postpone until in-person meetings commence, as both are legal options. Mr. Corbosiero recommended postponing new hearings until in-person meetings commence unless it is time sensitive. Mr. Goodrich, Mr. Gould, and Mr. Sackett all agreed.

Minutes: February 18, 2020

Mr. Sackett motioned to accept the corrected minutes from February 18, 2020, 2nd by Mr. Goodrich. The board unanimously voted aye.

Goodrich (Y) Gould (Y) Sackett (Y) Corbosiero (Y) 4-0


Correspondence Summary: None.

Mr. Goodrich motioned to adjourn, 2nd by Mr. Sackett. The board unanimously voted aye.

Goodrich (Y) Gould (Y) Sackett (Y) Corbosiero (Y) 4-0

Chairman Guy Corbosiero adjourned the meeting at 6:52PM

Respectfully submitted:



Brianna Roberts, Planning Board Recording Secretary

Guy Corbosiero, Chairman

Scott Robillard, Vice-Chairman

Arthur Amenta

Burton Gould

Joseph Sackett

Leston Goodrich Jr.

TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting/Public Hearing

May 5th, 2020

Virtual Meeting via Zoom

Present: Vice-Chair Scott Robillard, Arthur Amenta, Joseph Sackett, Leston Goodrich Jr.

Tracy Murphy, Director of Planning and Development
Alison Manugian, Planning Agent
Keith Hickey, Town Manager
Rick Ward, Board of Selectmen Member

Absent: Chairman Guy Corbosiero, Burton Gould Jr.,

6:40PM- Vice-Chair Scott Robillard called the Planning Board meeting to order followed by Governor Baker's order on conducting remote meetings. He explained the rules and regulations for the meeting.

Announcements: None.

Public Comments: None.

Business:

6:35PM- Opening and continuing of public hearing for marijuana cultivation facility at 60 Franklin Street.

Mr. Robillard read the public hearing notice.

Mr. Goodrich recused himself from voting due to conflicting interests.

The public hearing was proposed to continue on June 2nd, 2020.

Mr. Sackett motioned to continue the public hearing to June 2nd, 2020 at 6:35PM, 2nd by Mr. Robillard.
Amenta (Y) Sackett (Y) Robillard (Y) 3-0

Discussion of Public Hearings via remote participation

The board discussed this topic at the last meeting and the consensus was to postpone all new public hearing until in-person meetings commence, unless there was a time sensitive matter.

Mr. Hickey stated he respected the boards decision on postponing new public hearings but things seem to be getting worse and constantly delayed, so he is not sure when public hearings will return to “normal”. He urged the board to reconsider entertaining virtual public hearings due to the number of hearings that are ready to move forward, particularly concerning marijuana. Most of the hearings regarding retail marijuana have been favorable by the residents of Winchendon and are now just being put on hold.

Mr. Corbosiero joined the meeting.

Mr. Goodrich agreed with Mr. Hickey to a degree. He believes the public should be there physically in person, he is skeptical with the new zoom regulations and wonders if someone might challenge that it is not fair, they do not have access to the meetings, etc.

Mr. Robillard was optimistic in regards to hoping the meetings will be able to open to the public soon.

Mr. Ward believes the residents that truly care will find a way to participate and the likelihood of anyone being sued over this is minimal.

Mr. Sackett stated that even if things return to “normal” in the next few months he did not believe meetings with 20+ people will be allowed for a while. He suggested re-discussing this matter in another month or so.

Mr. Hickey does not suspect any lawsuits will come of this, the regulations are clear throughout the state. He is more concerned about the delay in these public hearings.

Mr. Goodrich suggested discussing this again on June 2nd, 2020.

Mr. Robillard agreed with Mr. Hickey to hold the public hearings virtually as to not delay them any further.

Mr. Hickey wanted to clarify, unless directed by Governor Baker differently, should the public hearing be posted publicly for June 2nd, 2020?

Ms. Manugian stated the recommendation is to request a 90 day extension and if it is denied, the public hearing will be posted for June 2nd, 2020.

Minutes: None.

Correspondence Summary: None.

Mr. Goodrich motioned to adjourn, 2nd by Mr. Sackett. The board unanimously voted aye.

Amenta (Y) Goodrich (Y) Sackett (Y) Robillard (Y) 4-0

Vice-Chair Scott Robillard adjourned the meeting at 7:13PM

Respectfully submitted:



Brianna Roberts, Planning Board Recording Secretary

Guy Corbosiero, Chairman

Scott Robillard, Vice-Chairman

Arthur Amenta

Burton Gould

Joseph Sackett

Leston Goodrich Jr.

TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting/Public Hearing

June 2nd, 2020

Remotely Recorded via Zoom

Present: Vice-Chair Scott Robillard, Leston Goodrich Jr., Joseph Sackett
Alison Manugian, Planning Agent

Guests: Justin LeClair, MEI

Absent: Chairman Guy Corbosiero, Arthur Amenta, Burton Gould Jr.,

6:30PM- Vice-Chair Scott Robillard called the Planning Board meeting to order followed by Governor Baker's order on conducting remote meetings. He explained the rules and regulations for the meeting.

Announcements: None.

Public Comments: None.

Business:

6:35PM- Continuation of public hearing for marijuana cultivation facility at 60 Franklin Street.

Mr. Robillard reviewed the plans and mentioned they do have a permit from the CCC.

Ms. Manugian stated the applicant and engineer for the applicant were both present at the meeting.

Justin LeClair with McCarty Engineering began his presentation with a summary of the project. It is located at 60 Franklin Street and is about 1.2 acres in size. It was previously a pellet mill which turned into a dumping ground for miscellaneous companies. A few years ago, the current owner Kyle Higgins purchased the property and began cleaning it out with the intent of having a marijuana cultivation facility on site. Per recommendation from the Conservation agent, they went before the Conservation Commission and received a negative determination for restoring what is seen behind the building. To receive approval from Conservation at the May 14th meeting, it needed to be restored to the natural vegetative state. The other work proposed on the site is replacing the existing temporary fence that is located around the building with a permanent security fixture (6-8ft tall) upon approval from the planning board. Mr. Higgins has a security plan in place but does not want to share all of that information tonight online to the public, for security purposes. There is no proposed drainage, no increasing the impervious area that is

already located on the site, and no major grading being done other than removing the junk, laying down loam seed, and restoring it to its natural vegetative state.

Mr. Higgins explained their intention at 60 Franklin Street is to establish a cannabis cultivation facility. They have already received a provisional license from the Cannabis Commission. The building is broken up between the 1st and 2nd floor. Each floor consists of one flowering room and one vegetation room. The 2nd floor contains a restroom for employees, and each level has a slop sink. The bathroom and sinks are tied into the town sewer system. The irrigation is a closed loop system, all excess runoff water is captured and pumped into a holding tank for reuse and will not enter the town sewer system. The HVAC system is also closed loop to reduce the smell. The building has 2 heat recovery machines that exhaust air from the building when needed, which are equipped with carbon filtration air filters to minimize the smell. All grow lights are LED and they are looking into solar in the future. It will be a smaller facility with no more than 2 employees at the facility per day. It is not open to the public and will be monitored 24/7 by several security cameras/systems.

Ms. Manugian did not have any concerns and felt the plan and facility met all the requirements. The one suggestion she proposed was to reserve the right to bring the owner back in a year if there are any issues in the meantime. It is a very standard condition and she already created a draft for the board to approve.

Mr. Amenta motioned to close the hearing, 2nd by Mr. Sackett. The board unanimously voted aye.
Amenta (Y) Goodrich (Y) Sackett (Y) Robillard (Y) 4-0

Mr. Robillard entertained a motion to accept the plans with the presented new waivers, along with the condition to reevaluate in a year if necessary, and approve the special permit. Mr. Amenta motioned, 2nd by Mr. Sackett. The board unanimously voted aye.
Amenta (Y) Goodrich (Y) Sackett (Y) Robillard (Y) 4-0

Mr. Corbosiero joined the meeting.

Ash Street Solar Project Sign-Off

Ms. Manugian stated she did not have any concerns with the project. John Perry with Dynamic Energy joined the meeting to discuss and answer any questions. Mr. Corbosiero asked if there were any concerns from residents, Ms. Manugian replied there have not been any. John Perry stated they plan on generating electricity as soon as possible.

Mr. Corbosiero motioned to accept the completion of the Ash Street Solar Project, 2nd by Mr. Amenta. The board unanimously voted aye.
Amenta (Y) Goodrich (Y) Robillard (Y) Sackett (Y) Corbosiero (Y) 5-0

Allowing of Digital Signatures Temporarily

The state and the Governor have issued permission temporarily during COVID-19 for digital signatures. If the board is comfortable moving forward, it would need to be approved, and each member would need to individually meet with the town clerk to get your approval and have it notarized.

Mr. Robillard entertained a motion that the Winchendon Planning Board hereby recognizes and accepts the provisions of Mass General Law Chapter 110G regarding electronic signatures and that its members will henceforth execute documents either with electronic signature or with wet ink signatures and that both will carry the same legal weight effect.

Mr. Goodrich motioned to accept, 2nd by Mr. Corbosiero. The board unanimously voted aye.
Amenta (Y) Goodrich (Y) Robillard (Y) Sackett (Y) Corbosiero (Y) 5-0

Minutes: None.

Correspondence Summary: None.

Mr. Amenta motioned to adjourn, 2nd by Mr. Corbosiero. The board unanimously voted aye.
Amenta (Y) Goodrich (Y) Robillard (Y) Sackett (Y) Corbosiero (Y) 5-0

Vice-Chair Scott Robillard adjourned the meeting at 7:15PM

Respectfully submitted:



Brianna Roberts, Planning Board Recording Secretary

Guy Corbosiero, Chairman

Scott Robillard, Vice-Chairman

Arthur Amenta

Burton Gould

Joseph Sackett

Leston Goodrich Jr.

TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting Minutes

July 7, 2020

Present: Acting Chairman Leston Goodrich Jr., Arthur Amenta, Joseph Sackett, Burton Gould Jr.
Alison Manugian, Planning Agent and various members of the public

Absent: Guy Corbosiero

Call to Order: Chairman Les Goodrich called the Planning Board meeting to order at 6:33. Meeting was held via zoom - Meeting ID: 943 8766 5474 and Password: 7428889

Announcements – L. Goodrich thanked Scott Robillard for his years of service on the Planning Board and congratulated him on the arrival of his new son Ryan.

Public Comment - none

6:35pm - Public Hearing for Site Plan Review and Special Permit Application for retail marijuana facility by 202 Trading Inc. at 682 Spring Street

The applicant and project Civil Engineer were present to outline the intended use and site changes for this project/parcel. Overall there will be a reduction in impervious site coverage so drainage conditions will be improved. Runoff will be collected in a detention basin for treatment. Parking is not anticipated to be an issue, but a lease agreement to park on the adjacent parcel can be negotiated if future needs present. A contactless pickup provision is included for preorders. There is no work anticipated that will impact wetlands. Elimination of gravel areas will yield space for additional plantings.

Discussion of Master Plan Committee was postponed as recusals (J. Sackett & A. Amenta) precluded a voting quorum.

A Amenta motioned to postpone the reorganization of Board Positions to the next meeting when a full Board is present. Motion was seconded by J. Sackett and all presented voted aye via roll call.

Guy Corbosiero indicated an interest in being reappointed as the Board’s MRPC representative. J. Sackett motioned to so appoint G. Corbosiero. A. Amenta seconded the motion all all present voted aye via roll call.

Minutes – none

Correspondence Update – none

A Amenta motioned to adjourn, 2nd by J Sackett. The board unanimously voted aye via roll call.

Acting Chairman Les Goodrich adjourned the meeting at 7:15PM

Respectfully submitted:

Alison Manugian, Planning Agent

Guy Corbosiero, Chairman

Leston Goodrich Jr.

Arthur Amenta

Burton Gould

Joseph Sackett

TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting Minutes

July 21, 2020

Present: Chairman Guy Corbosiero, Arthur Amenta, Joseph Sackett, Leston Goodrich Jr.
Alison Manugian, Planning Agent

Absent: Burton Gould Jr.,

Call to Order: Chairman Guy Corbosiero called the Planning Board meeting to order at 6:31. Meeting was held via zoom - Meeting ID: 929 7622 2841 & Password: 5810135.

Announcements: Garrett Wante was appointed to the Board as an alternate by the Select Board
Agent reissued a covenant D release for Independence Way to correct book/page error in the original 1980's document.

Public Comments: None.

Business:

Reorganization of Board Positions – Chair & Vice-Chair

This item was postponed to the next meeting with a full roster of members. L Goodrich motioned to move this to the next meeting. Motion seconded by A Amenta. All present voted aye via roll call vote.

Central Street –

The plans for Central Street were reviewed and discussed. The Agent summarized the need to have Town Meeting official vote to accept the entire street in anticipation of the reconstruction project. DPW Director has reviewed and approved the plans.

A Amenta made a motion to forward the Central Street plans to the Board of Selectmen with a recommendation that this be placed on the Town Meeting warrant for formal acceptance by voters. L Goodrich seconded the motion and all present voted aye via roll call vote.

Lincoln Solar Chapter 61 Right of First Refusal –

The agent explained that one of the early steps for the Lincoln Solar project was to allow the Town of Winchendon their Right of First Refusal on the land to be removed from Chapter 61 protections. It has come to light that the votes on that didn't include information on one of the smaller slivers of land. The Select Board need a recommendation from the Planning Board with regard to the right of first refusal.

L Goodrich made a motion to recommend that the Selectmen not exercise the Town's right of first refusal option for this land. A Amenta seconded the motion and all present voted aye via roll call vote.

Lincoln Solar Project Closeout –

Brief discussion that project has been completed and drawings/construction are stamped in compliance with the approvals. During construction changes were made to some of the proposed drainage design elements. The peer review engineers have reviewed and approved the changes made. The system is up and running and National Grid is all connected. Abutter concern about glare remains open and his remedies would be through the courts.

J Sackett made a motion to accept as completed, in accordance with plans and permissions, the Lincoln Solar Project. A Amenta seconded the motion and all present voted aye via roll call.

Happy Hollow Solar Project Closeout –

Brief discussion that project has been completed and drawings/construction are stamped in compliance with the approvals. An email was received last week indicating that the abutters are very happy with the final cleared conditions and plantings that went in this spring. The system is up and running at this point.

L Goodrich made a motion to accept as completed, in accordance with plans and permissions, the Happy Hollow Solar Project. A Amenta seconded the motion and all present voted aye via roll call.

Discussion of Master Plan Committee – (A Amenta & J Sackett recused themselves)

There were not enough members present to make this determination so this will remain on the agenda for the next meeting. (While this was envisioned to be a 7 member committee, only 5 slots are currently filled. This makes meetings difficult to hold due to quorum issues. The Board is asked to consider reducing the committee to 5 members to ensure this work can continue.) Agent requested to confirm that Garrett Wante has no conflict and won't need to recuse himself.

The Planning Agent drafted an approval for the Otter River Holdings project and forwarded the decision to Planning Board members. If two or more members register a concern with this decision it will be brought forward to a meeting. L Goodrich requested that the Otter River Holdings applicants appear before the full Planning Board for Site Review. If a second member has concerns they were asked to email the Planning Agent.

Agent was asked to request permission from the Town Manager to meet again in person with appropriate masks and social distancing protocols. An update will be given to the Board via email.

Minutes: None

Correspondence Summary: None

L Goodrich motioned to adjourn, 2nd by J Sackett. The board unanimously voted aye via roll call.

Chairman Guy Corbosiero adjourned the meeting at 7:02PM

Respectfully submitted:



Alison Manugian, Planning Agent

Guy Corbosiero, Chairman

Leston Goodrich Jr.

Arthur Amenta

Burton Gould

Joseph Sackett

TOWN OF WINCHENDON



Planning Board Correspondence Summary August 18, 2020 Meeting

Items before the Select Board with Planning Comments/Issues:

NONE

Items before the Select Board without Planning Comments/Issues:

NONE

Meeting Notices from Local Communities:

Town of Rindge is considering an application for a Major Site Plan and Major Subdivision project located off of Route 119. The project includes 26 single family lots, 16 3-bedroom units and 24 2-bedroom units. Plans are available at www.rindgenh.org under the Planning Board page.

Town of Gardner Zoning Board of Appeals will have two special permit hearings on August 18th via zoom. The first is to discuss an application for Licensed Day Care at 62 Princeton St. The second is to discuss an application for Domestic Pigs at 94 Lynde Street.

Decisions from Local Communities:

Town of Ashburnham Zoning Board of Appeals approved a Special Permit for construction of a two family structure at 301 Rindge Turnpike Road.

City of Gardner Zoning Board of Appeals approved a Special Permit for addition of two units to an existing six family structure at 102 Vernon Street.

City of Gardner Zoning Board of Appeals approved a Variance for construction of a single family home at 96 Acadia Road.

City of Gardner Zoning Board of Appeals approved a Variance for operation of a Contractor's Yard for Woodford Electric at 74 Sand Street.

Other Notices/Announcements:

NONE

(For more information please email Alison Manugian at amanugian@townofwinchendon.org)