

Call to Order:

The meeting was called to order at 5:00 p.m. in the 3rd Floor Conference Room of the Town Offices. Present were Chairman Zachary Bergeron, members Vinnie Chiozzi (arrived at 5:12 p.m.), Joan Duff, Ann Knowles and Neil Magenheim. Also present were Paul Materazzo, Director of Planning & Economic Development, Lisa Schwarz, Senior Planner, Jacki Byerley, Planner and Tom Urbelis, Town Counsel.

1 Minuteman Road and 161 River Road:

Mr. Bergeron opened the continued public hearings for 1 Minuteman Road and 161 River Road, applications submitted by One Minuteman LLC c/o Brickstone Properties for a Special Permit for Major Non-Residential Project and a Special Permit for ID2 Zoning District Uses.

Austin Turner of Bohler Engineering, an engineer representing the applicant, informed the Board that he has responded to comments from the peer reviewer, DPW and the IDR meeting. He stated that they have been before the Design Review Board twice and will be bringing a refined version of their design to the DRB at their meeting on April 8th. Mr. Bergeron asked about the design and materials. Mr. Turner stated that they will be using certain materials to trying to bring a “farm-like” character to the building. Mr. Magenheim asked if the DRB had reviewed their signage. Mr. Turner stated that the applicant has not made decisions on the signage yet so they have not filed with DRB. Ms. Knowles stated in her opinion, the new drawings show an architecture that is a step above what was previously presented. Mr. Turner noted that the DRB requested traditional landscaping. Ms. Knowles asked if there could be landscape softening near the daycare building. Mr. Turner stated that landscape softening may not be possible for that area because of the nature of that business.

Ms. Knowles questioned who the responsible party will be for maintaining the basin. Mr. Turner stated that the basin is existing, and it is and will continue to be maintained by a separate entity.

The Board discussed the traffic, specifically the left turn onto River Road at the un-signalized intersection. Mr. Turner stated that the police were concerned that the project site would become a cut-through for the employees of the greater development on Minuteman. The applicant’s traffic consultant noted that this may only be an issue during the evening peak. Mr. Turner stated that once the traffic signals are reprogrammed this should not be an issue. He added that the redesign of the site which eliminates the stand-alone bank will also make the cut-through scenario less likely.

Mr. Bergeron stated that the Board’s concern was not on the site being a cut-through; the concern was the safety of vehicles existing left onto River Road at the un-signalized intersection during the morning or evening peak. Mr. Chiozzi noted that he never thought about the potential of the site being a cut-through; his concern was with the AM/PM conflicting movement. Mr. Bergeron encouraged the applicant to meet with Safety Officer Glen Ota regarding that exit and if the movements need to be limited. Mr. Chiozzi stated that the Board just wants that intersection to be as safe as it could possibly be.

On a motion by Ms. Duff, seconded by Ms. Knowles the Board continued the public hearings on 1 Minuteman Road and 161 River Road until April 9, 2019 at 7:35 PM. **Vote:** Unanimous (5-0).

Town Meeting 2019 Articles:

Mr. Bergeron opened the public discussion on the 2019 Town Meeting Zoning Articles.

Article 64 – Spring Grove Cemetery Transfer of Property:

Mark Johnson, the proponent of this private warrant article stated that he represents Janyce Ball, the owner of 47 Spring Grove Road, a property that abuts Spring Grove Cemetery. Attorney Johnson stated that an addition and a garage were built with permits on cemetery land 30-40 years ago. The Board has been provided with those permits, plans, an Order of Conditions issued by the Conservation Commission and a rough sketch of the lot. His client would like to transfer a portion of their property to the cemetery for the consideration of \$7,800 which is the appraised value from an appraisal that his client commissioned for the property. The cemetery trustees are interested in a land purchase only, not a swap. This article would also authorize the Selectmen to petition the state legislature because the swap involves cemetery land.

Tom Urbelis stated that he provided the Board with a letter, a hand-drawn sketch and a GIS map of the property. He noted that the Trustees of Spring Grove Cemetery did not have the hand-drawn plan when they took their vote. The plan shows the garage was to be built completely on the Ball property. Attorney Urbelis stated that there was no plan in the building file so the assumption is that the building permit was issued based off of the plan in the conservation file. Attorney Urbelis noted that both the garage and a shed are completely on cemetery property, and there is no building permit associated with the shed. The cemetery trustees intend to reconvene on April 11th to discuss this article again now that they have new information of the hand-drawn plan.

Mr. Magenheim questioned the location of the existing shed on the hand drawn sketch and if the shed is part of the land purchase. Attorney Urbelis stated that the shed is part of the warrant article. Ms. Knowles pointed out multiple issues with the hand drawn sketch and what is actually on the property. Mr. Magenheim asked if all setbacks would be met with the land purchase. Attorney Johnson stated that the land should be sufficient, but the shed could be taken down if necessary.

Ms. Knowles stated that as long as the cemetery trustees agree with this, she feels that this will solve the problem. Mr. Chiozzi stated that he did not want to take a position on the financial aspect. Mr. Bergeron asked if the Town would have the land appraised only after Town Meeting approval. Attorney Johnson stated that he was correct and pointed out that the article gives the dollar amount of “at least \$7,800.” He added that ultimately the Selectmen would have to agree to convey the land.

On a motion by Ms. Knowles, seconded by Ms. Duff the Board recommended Town Meeting Approval of the warrant article but expressed no view on the dollar amount. **Vote:** Unanimous (5-0).

Article 66 – Planning Board Term:

Ms. Byerley stated that Brad Weeden, the proponent of the article, was informed of the meeting tonight but is not in attendance to explain his article to the Board.

Town Meeting 2019 Articles (cont'd):

Ms. Byerley stated that Austin Simko, Town Clerk submitted an email explaining the corrective action he has been taking in regards to the staggering of the terms. This article is the same article that Mr. Weeden withdrew on the floor of Town Meeting last year. Ms. Byerley explained the reasoning behind 5 years terms, including the necessity of having a four member supermajority quorum throughout a special permit public hearing process. Three year staggered terms would lead to more of a possibility of losing that quorum. She noted that the ZBA has three years terms, but they are a 9 member board. Mr. Chiozzi asked if the law requires that one member be up for approval every year. Ms. Byerley stated that the Town Charter is written such that one member's term would expire each year. Ms. Knowles stated that she would rather have the Town fix the staggering issue than to have it done by private warrant article. Ms. Byerley stated that the Town Clerk is working on a plan to bring to a future Town Meeting of how the terms can get back into order for the proper staggering. The Board agreed that in their recommendation at Town Meeting they would like to make it clear that they support the work that the Town Clerk is doing to come up with a resolution to be brought to a future Town Meeting.

On a motion by Ms. Knowles, seconded by Mr. Magenheim the Board recommended Town Meeting disapproval of Article 66 regarding the terms of Planning Board members with the knowledge that the Town is trying to address the issue. **Vote:** Unanimous (5-0).

Article 42 – Student Device Refresh:

Mr. Materazzo informed the Board that this is an article over \$100,000 and that the Board needs to take a vote on it in order to satisfy bond counsel.

On a motion by Ms. Knowles, seconded by Ms. Duff the Board voted to take no position on Article 42. **Vote:** Unanimous (5-0).

Adjournment: The meeting was adjourned at 6:01 P.M.

Documents:

Town Meeting 2019 Articles:

- 2019 Annual Town Meeting Warrant
- Memo from Jacki Byerley, Planner to Planning Board dated March 4, 2019 Re: Town Meeting – 2019 ATM Article 54 Special Permit Lapse
- Email from Austin Simko, Town Clerk to Planning Board dated March 25, 2019 Re: Staggering Planning Board Terms

TRIBOARD MEETING WITH BOARD OF SELECTMEN AND FINANCE COMMITTEE

Call to Order:

The meeting was called to order at 6:30 p.m. in the 3rd Floor Conference Room of the Town Offices by Board of Selectmen Chairman Alex Vispoli. Present for the Planning Board were Chairman Zachary Bergeron, members Vinnie Chiozzi, Joan Duff, Ann Knowles, Neil Magenheimer and associate member Rocky Leavitt . Also present were Paul Materazzo, Director of Planning & Economic Development and Jacki Byerley, Planner.

Andrew Flanagan, Town Manager stated that he has been in discussions with Vicor to enter into a Tax Increment Financing (TIF) Plan to allow for the expansion of the existing Vicor facility on Federal Street as an additional investment in their property. If the Town and Vicor choose to move forward with the TIF, Mr. Flanagan would like a Special Town Meeting to be called within the Annual Town Meeting at the end of April. He noted that because the negotiations with Vicor were ongoing, this TriBoard meeting was for the Board to receive information from Vicor, but no decisions should be made tonight.

Jamie Simms, CFO of Vicor gave an overview of the company, its products and operations.

Adjournment: The meeting was adjourned at 6:55 P.M.