

**Medway Planning Board**  
Regular Meeting  
Tuesday, November 27, 2007  
Medway Town Hall

PRESENT: Karyl Spiller-Walsh; Bob Tucker; Chan Rogers; Andy Rodenhiser (7:25 p.m.)

ALSO PRESENT: Paul Carter Carter, VHB; Susy Affleck-Childs, Planning Board Assistant;

As Andy Rodenhiser was running late, Bob Tucker called the meeting to order at 7:06 pm.

Chan Rogers– I am a stickler on this. Being the ranking member, I should run the meeting.

NOTE – Chan Rogers assumed the role of acting chairman to begin the meeting.

***INVOICES***

\$112.50 for PGC Associates for plan review services for Daniels Wood. Motion by Karyl Spiller-Walsh, seconded by Bob Tucker to approve payment. All YES. Developer Funds.

\$1,237.50 for PGC Associates for consulting work on zoning articles. Motion by Karyl Spiller-Walsh, seconded by Bob Tucker to approve payment. All YES. General Fund expenditure.

\$ 6,425 for PGC Associates (including subcontractor Kevin Wittman/Inframation Networks) for 43D Expedited Permitting project. Motion by Karyl Spiller-Walsh, seconded by Bob Tucker to approve payment. All YES. Grant funds.

Susy Affleck-Childs – If anyone wants to take a look, I have a notebook on the recommended permit tracking software from EnerGov Solutions.

***Franklin Creek Subdivision – Bond Estimate and Request for Lot Releases***

Susy Affleck-Childs – The developer has not yet completed all the minimum construction items per the *Subdivision Rules and Regs* before the PB will authorize lot releases. They would like to come back at the December 11<sup>th</sup> meeting. They expect the drainage system will be complete by then.

A motion was made by Karyl Spiller-Walsh, seconded by Bob Tucker to postpone this to the next meeting on December 11, 2007. All YES. Approved

***The Meadows –As-built plan/street acceptance plan***

Paul Carter – We have reviewed the new as-built/street acceptance plans prepared by GLM Engineering. There are a couple of driveways that go across the property lines of adjacent properties. They need to provide easements on 3 lots.

Chan Rogers – They are going to have to give more information.

Paul Carter – Rob Truax of GLM says he feels this is a matter for the individual home owners to deal with.

Chan Rogers – They have to remedy the problem.

Karyl Spiller-Walsh - Correct the driveways or arrange for easements

7:25 p.m. - Andy Rodenhiser arrives.

Chan Rogers – Inaction is not a solution.

Paul Carter – Also, the fire alarm has not been installed yet. They said they gave an OK to the Fire Department to install but it hasn't been done yet.

Susy Affleck-Childs – I will call Wayne Vinton and ask about that.

AGREED – To send them a letter emphasizing what has to be completed.

Paul Carter – There are other shortcomings on the plans. They need to provide the geometry on it, more than just a width along the brook. What do you want to do, require both as-built and street acceptance plans?

Susy Affleck-Childs – Street acceptance plan goes hand in hand with the deed conveying the road to the town and is recorded. The as-built plan is more of an in-house document for the town.

Chan Rogers – Each comment from the VHB letter must be satisfactorily addressed. Leaving the abutters to solve the (driveway) problem is not a solution.

Paul Carter – They have a citation from the Mass Architectural Access Board.

Susy Affleck-Childs – They have to resolve this matter before the town will accept the streets. Otherwise, any problem is the town's responsibility. I believe there is also an open space parcel that needs to be conveyed.

Paul Carter – What about the as-built and street acceptance plans. They would like to combine.

AGREED - OK to submit one sheet that combines all the information that is needed.

Susy Affleck-Childs – It should be label as street acceptance and as built plan.

Karyl Spiller-Walsh – Could we have a plan here to look at? I would like to see where the problems are.

Paul Carter – I have a copy of the plan here

Karyl Spiller-Walsh – Where is the open space?

### ***Certificate of Completion – Medway Commons***

Karen Johnson, Charter Realty and Development

We are the developers of Medway Commons. We are requesting a formal certificate of completion for the project. We asked for this in August 2006. You held off in an effort to try and resolve the matter with Foxborough Transport. We are very pleased with the outcome of the plaza. The holiday lights look especially great right now.

The outstanding issue is related to Foxborough Transport. They were a subcontractor to two different general contractors working in Medway at the time - our GC for the site work and a sub-contractor on the Walgreen's construction across the street. These two projects happened at roughly the same time. We had obligations for off-site improvements which Foxborough Transport did. On the Walgreen's side, Foxborough had some work to do with paving and drainage. They did a good job. What happened is that during construction, Foxborough Transport would ask for a police detail and not specify which project it was for – Medway Commons or Walgreen's. I understand that was no system by the Police Department to break out the work. A year and a half ago in August 2006, the Town Administrator said there was an outstanding bill. We said we don't know that those bills are for our project; they could be for Walgreen's.

Chan Rogers – What work did they do for you?

Karen Johnson - Foxborough Transport was responsible for off-site work in Route 109 – infrastructure, curbing and drainage.

Chan Rogers – And the Town is looking for reimbursement on the police details.

Andy Rodenhiser – Somewhere along the line, someone has acted fraudulently.

Karen Johnson – I also understand that Foxborough Transport wrote a check and the check bounced. Another issue is that the Town did not properly record a check from Shaw's that had been paid for police details. It isn't clear but I don't believe we have any responsibility. There has never been an accurate accounting of who paid what and when it was paid. During construction, Foxborough Transport would get behind on their bills for police details. We would get a call from former Town Administrator Greg Balukonis who said money was needed to keep the job going. This happened on 3 occasions - some was paid by Lopes, the general contractor.

Some was paid by Shaw's. Quite frankly, it is troubling that we have been held up. We have never received any formal correspondence from the town that there is an outstanding bill. I understand the dynamic here, when the town provides a service and doesn't pay a bill, you have the authority to go after them. For us, the reason we seek the certificate of completion is just to have some closure. We have done everything we were supposed to do. The Town's public works department had an issue with the Mass AAB related to the Route 109/Holliston Street signal. A portion of the signal was out of compliance with AAB regs. It was not our part of the signal, but we provided engineering services to help Dave D'Amico appeal it to AAB. Our road improvements have been approved by the BOS. I understand there is a desire to turn to someone to get the bill paid, but we have never been provided any correspondence regarding this bill. The Town signed off on all the off site work 3 years ago last July.

Chan Rogers – Typically when a subcontractor who doesn't pay, the GC pays.

Karen Johnson – Yes, that is right. When we were made aware, a check was brought to the Town and was paid. LOPES had some control over Foxborough Transport. But we don't know if the bills are related to our project or Walgreen's. Our obligation for police details ended on July 2004 when the signal and road improvements were approved by the BOS. We have been very reasonable about these things. We have tried to go thru Lopes and they have tried to get Foxborough Transport to pay up.

Andy Rodenhiser – The beneficiary of these details is you.

Karen Johnson – I don't know if that is true.

Karen Johnson – Also, Shaw's has a letter of credit that has never been released by the Town.

Susy Affleck-Childs – I had understood the letter of credit expired.

Karen Johnson – Letters of credit don't expire. I would love to see all the accounting. In May 06, the Treasurer's office was asking Shaw's for verification that \$12,000 + was paid. There is no documentation from the town. We have asked for it several times. I asked for documentation in October 2004 to verify that we had an outstanding bill and I got nothing. That was 3 years ago. The answer then was if you want your bond released, you will pay up.

Andy Rodenhiser – I would like to have copies of what you have.

Karen Johnson – There is no relationship between the 2 issues. Have we complied with our permit obligations?

Andy Rodenhiser – It is not clear whether it is related to your project or to Walgreen's.

Karen Johnson – We have not gotten any response.

Andy Rodenhiser – Well, there is a court judgment for \$20,134 against Foxborough Transport.

Karen Johnson – None of this information has been provided to us. That is frustrating to me.

Andy Rodenhiser – What if we were to take another 3 weeks to try to figure this out, to try to get some resolution. I understand you don't think there is a connection but the beneficiary of this is the developer of Medway Commons and the property owner.

Chan Rogers – Legally, the GC is responsible for this bill.

Andy Rodenhiser – All of these things are connected. I think we should at least exhaust all mechanisms to try to collect the money that is due.

Karen Johnson – The TA never asked us to come in and have a forum with the BOS. This is not your issue to resolve. There is a bond posted for it and a number of steps could have been taken.

Chan Rogers – Those are all administrative and financial details.

Bob Tucker – We are a very small part of this.

Andy Rodenhiser – You are asking us to grant a certificate of completion. It isn't complete unless the financial details are worked out.

Karen Johnson – I have no formal correspondence from the Town of Medway; my only contact has been verbal conversations. There has been no actual representation that there is an issue considering that every time something was asked of us, we responded. This shouldn't be addressed by you.

Karyl Spiller-Walsh – You are trying to circumvent.

Karen Johnson – We never posted a bond. LOPES posted a bond with DPS (street opening permit) and Shaw's posted a letter of credit bond for the overall Medway Commons project when we wanted an occupancy permit to allow Shaw's to open.

Andy Rodenhiser – A lot of the feedback you have given us over the years we have incorporated and we have made changes. I am sorry this is still an issue. Could you please give us a couple of weeks to investigate?

Karen Johnson – I don't have much choice. On each one of our projects, we like to have a full record of sign offs. We think it is good practice to have that. That is why I am here. I started this process as soon as CVS was completed.

Andy Rodenhiser – I can imagine at some point a lawyer would want to see all this.

Karen Johnson – We are a small company, we don't really do that. But we like complete records. So when is your next meeting?

Andy Rodenhiser – 2 weeks – December 11<sup>th</sup>

Karen Johnson – Do you think there is anyway this could be addressed by then.

Andy Rodenhiser – I will go to the TA tomorrow and go up and meet with the police chief to find the paperwork.

Karen Johnson – You shouldn't have to do that. It is ridiculous.

Chan Rogers – Small town governments are not the model of efficiency.

Karen Johnson - I understand that.

Andy Rodenhiser – There are some problems that need cleaning up.

Chan Rogers – I made a personal inspection of the whole area this afternoon. It looks great.

Karen Johnson - I would think you would be happy to sign off on this.

Karen Johnson – Also, the building inspector requested a recent certification from a landscaper that the plant material is all in. We have provided that.

Karen Johnson – We also figured out a way to address the problems in the area adjacent to CITGO station.

Karen Johnson – I have a conflict on the December 11 which I cannot reschedule.

Susy Affleck-Childs – January 8<sup>th</sup> would be our next meeting.

Karen Johnson – If in the interim, Suzanne has any questions, please let me know.

Susy Affleck-Childs – Suzanne had asked for the contact information on LOPES. Please email me the contact information on LOPES and I will forward it to her.

Karen Johnson – Thank you very much.

### ***Country View Estates – Status Report***

8:10 p.m. Greg Whelan

Bob Tucker – Is it done?

Note - Susy Affleck-Childs distributed a note from DPS Highway Foreman, Jimmie Smith stating that all work is satisfactory.

Andy Rodenhiser – Paul, has everything been done?

Paul Carter – It looks like Jimmie Smith is satisfied.

Bob Tucker – Please give me a response one way or another.

Paul Carter – The as-built plans are not done and there may be some bounds that are not done.

Greg Whelan – We are still working on the as-built plans. I feel as though there shouldn't have to be two separate plans for street acceptance and as-built. We are diligently working on those.

Andy Rodenhiser – Do you see any reason these can't be resolved?

Greg Whelan – I have 3 issues with VHB's 11/26/07 letter on the Broad Acres as-built plans.–

1. Arc length – what is it?

Bob Tucker – It is needed to mathematically describe the area.

Andy Rodenhiser – I am concerned that your engineers don't know what an arc length is.

Chan Rogers – It is more likely that he (engineer) just missed it.

Bob Tucker – Is this required in our regs?

Chan Rogers – Property line arc length should be listed.

Greg Whelan – Is this pavement arc length?

Paul Carter – I believe the requirement pertains to the right of way and property line. This is a former comment from Mark Louro in an earlier review.

Bob Tucker – It is a question of the area of the impervious surface.

Paul Carter – It needs to be included along the right of way.

2. Existing drainage system and easement on Olde Surrey Lane. There is nothing on Olde Surrey Lane itself; it is all in an easement on lot 18.

Paul Carter – There is a drainage catch basin and pipe that is outside the easement and that needs to be remedied.

3. Profile limits on sheet 1 and 2 should be the same as the plan limits on each sheet.

Paul Carter – It is saying the profile limits on sheet 1 don't match the plan limits.

Bob Tucker – It is good practice that would dictate that they be the same. . . . but at this point, if the limits shown on the profile and the plan are different, that is OK.

Chan Rogers – As long as they are fully shown.

Bob Tucker – I agree – from a convenience factor, they should, but it is not necessary to change the plans now.

Andy Rodenhiser – It sounds like there are 2 things that we could provide some leeway on:

1. profile limits being
2. cul de sac pavement dimensioning as long as property lines are shown

AGREED.

Paul Carter – That is fine. What about the easement? Are you saying there is no drainage in Olde Surrey Lane?

Greg Whelan – That is what I was told. We will certainly show sewer services.

Paul Carter – On Broad Acres, what about the punch list items on that?

Greg Whelan - Jimmie Smith's note is that he is OK with everything on Broad Acres Farm Road and Stable Way.

Paul Carter – What about the bound issue at the end of the cul de sac?

Greg Whelan – It will be uncovered.

Greg Whelan – CONCOM has been putting me off on their certificate of compliance for Country View Estates. They will look at it this Thursday night, November 29<sup>th</sup>.

Paul Carter – You need to look at the regs for what has to be on the as-built and street acceptance plans. It has to include a surveyor's certification and signature boxes for PB and BOS.

Andy Rodenhiser – We are trying to work with CONCOM as we move forward for them to use the same engineer we have looking at the site work to also serve as an agent for the CONCOM and do their inspections.

Susy Affleck-Childs – I need guidance on the last bit of bond from phase II of Country View. At the last meeting, you agreed to have me go ahead and process the bond reduction and then hold it pending the outcome of tonight's status report. The final details on as-built and street acceptance plans are what we usually workout during the period leading up to town meeting.

Motion Bob Tucker, seconded by Karyl Spiller-Walsh to authorize Susy to release the bond reduction check for approximately \$18,000 to Greg Whelan. All YES. Approved.

Greg Whelan – I have one other thing I want to talk to you about. When I can come in here after Paul Carter says it is all for acceptance, in my mind it is all one. Can we reduce that bond even further instead of four separate bond accounts with \$35,000 minimum in each one?

Andy Rodenhiser – The question is whether the repairs will take. We said earlier to let it go thru the winter and see. I would like to wait and put it on for the May town meeting.

Greg Whelan – I think it should be cut in half to \$70,000. that would help me out immensely.

Andy Rodenhiser – We should talk with Dave D'Amico and see what he thinks.

Karyl Spiller-Walsh - If we could cite where the problem areas are that we need to look at, that would be good.

Greg Whelan - One real issue is in phase I of Country View Estates from Summer Street up to the bridge/wetland crossing. I would like to see the 3 bonds for the 3 phases of Country View Estates condensed into one bond and then keep the other one for the Broad Acres subdivision.

Susy Affleck-Childs – This is your decision to make, not DPS.

Andy Rodenhiser – We should at least get input from him, so that we have enough to deal with the areas of concern to him.

### ***Speroni Acres – Request for Bond Release***

Susy Affleck-Childs - We have received a formal request dated 11-19-07 from attorney Louis Caccavaro on behalf of developer Owen Sullivan to release the bond for the Speroni Acres subdivision (Little Tree and Rustic Roads). Mr. Caccavaro is the third attorney Mr. Sullivan has retained to assist in closing out the Speroni Acres subdivision. The letter invokes the provisions of the subdivision control statute requiring the Planning Board to respond within 45 days. This is one of our long standing subdivisions where we have had considerable back and forth over the years.

The Board reviewed a packet of background materials prepared by Susy. VHB's last communication regarding Speroni Acres is a review letter dated 6-8-07 in response to materials submitted on May 1, 2007 by Mr. Sullivan's former attorney, Mike Paolini. That was followed up with a letter dated June 27, 2007 from Andy Rodenhiser asking for a status report. Mr. Sullivan has not responded to either communication. The packet also included an email communication dated 6/15/07 from DPS Director Dave Damico, miscellaneous VHB inspection reports from August 2006, VHB's May 14, 2004 review letter re: as-built plans from April 2004, and the DPS punch list from 2-28-04.

Andy Rodenhiser – We need to respond to this and document conditions and communications. We should send a copy of the letter to the insurance company that holds the bond just to get them up to speed and on notice and tell Owen Sullivan what is required of them. We should also cc town counsel.

### ***Medway Senior Center – Site Plan Endorsement***

Susy Affleck-Childs – The site plan documents have been reviewed by VHB and are ready to be endorsed. The changes required in the site plan certificate of approval have been included.

Chan Rogers – I was – you made them do \$25,000 extra work - the plan cost them \$20,000 more to do – there is a big issue of how you treat the town and how you treat the developer – You do a lot of things for government that is free. Requiring them to have a plan was out of order. I am making point. The building (addition) is unfinished and can't be done now. The \$20,000 that they had to spend on the site plan would have made the building useable now.

Andy Rodenhiser – You voiced this opinion before. We disagreed with you then. Do you remember the trees that were cut down even with a plan? What else might have happened?

Chan Rogers – I didn't say that shouldn't do anything, just said a sketch and not a full plan. You should be sophisticated enough to treat government operations differently in a small town.

Andy Rodenhiser – I disagree, we need a full plan for municipal projects.

Chan Rogers – In many cities and towns, there are special provisions for municipal projects.

The Board endorsed the site plan documents prepared by Dixon Salo Architects, of Worcester, MA, dated 5/9/07.

### ***Discussion 2-4 Main Street Site Plan Inspection Reports***

Susy Affleck-Childs – We have a more detailed inspection report from the developer's engineer, Merrikin Engineering, dated 11-26-07. Just as a reminder, the PB agreed to not require construction inspections by the Town's consulting engineer and to allow the applicant's engineer to do so and provide reports. There is also a letter from Bob Potheau received today addressing Andy Rodenhiser's 11/13/07 letter re: construction work at night and the quality of inspection reporting.

Bob Tucker – They are blocking the sidewalks with their materials. Are there any requirements when there is blockage of a sidewalk by storage of materials? Does Medway have such?

Chan Rogers – They are storing materials and equipment on the public sidewalk?

Susy Affleck-Childs – Is the November 16 letter satisfactory? Does this give you the detail you wish to have?

Chan Rogers – I would argue that it is.

Bob Tucker – My only recommendation would be as we go forward is if we have the owner's engineer perform inspections, we should provide more specific direction on what is to be inspected, etc.

Andy Rodenhiser – I thought the work on MetroWest Auto was substandard and I was concerned. I wish we had not allowed them to have their engineer do the inspections.

Bob Tucker – The stone wall does look good.

Susy Affleck-Childs – Bob Potheau is very proud of that.

Andy Rodenhiser – I literally saw them doing work at night and then again I saw the lights.

Bob Tucker – I saw them out there at night from time to time.

Andy Rodenhiser – Should we have the engineer stamp the letter?

Chan Rogers – Yes. That is a testament to the engineer’s opinion.

NOTE – Susy should respond with a follow-up letter.

### ***Town Meeting Action Plan***

Chan Rogers – I thought it (11-19-07 special town meeting) was fantastic. Everything passed!

Andy Rodenhiser – I think we are going to really have to hold Mr. Green to a very high standard for the Medway Mill project.

Andy Rodenhiser – Susy and Gino and I met today to review our action plan for the May 2008 town meeting come up with a revised action plan based on what we thought was do-able given the analysis and education that will be necessary.

Susy Affleck-Childs – I will revise it tomorrow and email it to everybody.

Andy Rodenhiser – We are going to need to work very closely with the ZBA on the Use and Dimensions Tables. Joe (Musmanno) has already said he would prepare an email for us of the areas of conflict.

Bob Tucker – I still don’t see why it has to be incorporated into the bylaw.

Andy Rodenhiser – Joe’s fear that it will create the potential for conflicts and appeals if it is adopted into the bylaw.

Karyl Spiller-Walsh – What does Town Counsel say?

Susy Affleck-Childs – She feels it is better to make it part of the bylaw if a community is going to have one. It becomes a better product because it has to go through a more rigorous vetting if it becomes part of the zoning bylaw.

Chan Rogers - I think it should be kept as an informal document.

Bob Tucker – At least initially, until we can straighten it out.

Karyl Spiller-Walsh – it is a tool,

Andy Rodenhiser – I am inclined to agree with you.

Bob Tucker – I say we should use it to see where the inconsistencies are.

Andy Rodenhiser – Ask Bob Speroni to use this as a tool and find where the problems are.

Chan Rogers – We should make a statement right on it that if there is any inconsistency between table and text, the text governs.

Gino Carlucci – One suggestion I might have if Joe is already planning to identify some inconsistencies would be for Bob Speroni to use this in the meantime as an informal document. He could identify things that are not clear as well.

Karyl Spiller-Walsh – For example, regulating riding stables is inconsistent with state law.

Andy Rodenhiser – Problems with the table will also highlight the problems in the text. Joe is concerned because people could use the inconsistency as a reason to appeal.

Chan Rogers – I say we call it an informal document and then in the interim we work with what Joe says are problems.

Karyl Spiller-Walsh – And reevaluate this in a year.

Andy Rodenhiser – Joe says he has a list. We could try this for a while to see what comes up.

Chan Rogers – We want to eliminate inconsistencies.

### ***OTHER BUSINESS***

Andy Rodenhiser – I will be going to FINCOM tomorrow night and update them on what we are working on.

Chan Rogers – It seems there is a question about whether zoning articles go to FINCOM.

Andy Rodenhiser - They do now but in the proposed charter on page 9, any article that has a public hearing doesn't have to go to FINCOM.

### ***Proposed Medway Charter Discussion***

Chan Rogers – They have added economic development to the title. Does this complicate anything with state statute?

Gino Carlucci – It is still a planning board and the duties it has are established in state law.

The Board reviewed some notes prepared by Susy identifying several areas in the proposed charter that might be problematic.

1. The Planning Board's Annual Report is to provide estimates of construction. Susy checked the state planning statute and that is the exact language specified.
2. Master plan shall consider the community's human services needs.

Susy Affleck-Childs – I am not really sure what costs means – construction costs, increase in assessed value, fiscal impact? Larger towns would have the staff to run numbers on fiscal impacts of projects.

Andy Rodenhiser – I think what was being intended when the statute was passed was that towns would be building infrastructure and the Planning Board should provide information to the public about those costs. Maybe the statute has outlived its original intention.

Chan Rogers – What is the general feeling on the charter?

Andy Rodenhiser – I think it is generally positive.

Chan Rogers – Are they going to allow for any changes to the charter on the floor?

Andy Rodenhiser – I understand it will be very limited.

Andy Rodenhiser – Susy, please get this to Suzanne and to Town Counsel ASAP so they will not be caught off guard when I make these suggestions and copy Mark Cerel on it too.

Bob Tucker – I don't want us to take the human services component out prematurely.

Chan Rogers – The list of BOS appointees does not include an MAPC representative.

### ***DRC Membership***

Susy Affleck-Childs – I have resumes of two people who have been participating in DRC meetings – Kelli Ployer and Matthew Buckley. I recommend the PB appoint both of them to the DRC – Kelli as a liaison from the IDC and Matt as an associate member, through June 2008.

Motion by Karyl Spiller-Walsh, seconded by Bob Tucker to appoint Kelli Ployer and Matt Buckley to the Design Review Committee thru June 30, 2008. All YES. APPROVED.

There is a perception that Mickee Whitney the Medway Business Council's representative may have a conflict of interest because of her work at Medway Coop Bank. On a couple of occasions, she has said she needs to abstain from discussion.

Andy Rodenhiser - As long as she refrains from voting, she can participate in discussion

### ***Master Plan Citizen Survey***

Susy Affleck-Childs – The Master Plan Committee is getting started. They want to do a citizen survey. I have an overall estimate of \$3,500 to print, stuff and mail the survey with the Town's Annual Census in January. We would use the Town Clerk's voting machines as a scanner to read the returned surveys. You could fund this thru our Contracted Services line item; we have \$3,800 remaining from now thru June 30, 2008. Or, we could request an emergency transfer request from the FINCOM.

It was agreed to go to FINCOM to request an emergency transfer.

## **Subdivision Rules and Regs**

Susy Affleck-Childs – At the last meeting, you mentioned wanting to look at the section of the rules and regs about setting bond amounts and how the numbers are calculated. I have copied the pages from the regs for you to review.

Bob Tucker – My concern is when there is a very small quantity of something. There are some basic costs that have to be covered. Does the pricing reflect this situation? I will look at this and see if there are maybe a few words we could adjust.

## **Meeting Minutes**

A motion was made by Bob Tucker, seconded by Chan Rogers to accept the draft minutes of the 11-19-07 special Planning Board meeting which occurred before and during the special town meeting. All YES. Approved.

## **OTHER ITEMS**

Andy Rodenhiser – John Schroeder has tendered his resignation from the Planning Board effective immediately. His intention is to take up the open space committee as a priority area and he will head up the start up of that effort.

Karyl Spiller-Walsh – At the DRC meeting last night, we started some concept designs for the Open Space Committee.

Andy Rodenhiser – Susy Affleck-Childs and I met with a prospective candidate for the Planning Board vacancy. He is a planner with a formidable resume and a long list of accomplishments.

Susy Affleck-Childs – I have posted a notice about our vacancies on our web site and sent a news release to the Milford Daily News.

Motion Bob Tucker, seconded by Karyl Spiller-Walsh to adjourn. All YES. Approved

The meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Susan E. Affleck-Childs  
Planning Board Assistant