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Town of North Reading  
Massachusetts

TOWN CLERK  
NORTH READING, MA

Community Planning

## MINUTES

**Tuesday, March 3, 2015**

Mr. Christopher Hayden, Vice Chairperson called the Tuesday, March 3, 2015 meeting of the Community Planning Commission to order at 7:30p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

### MEMBERS

PRESENT: Christopher B. Hayden, Vice Chairperson  
Warren Pearce  
William Bellavance

### STAFF

PRESENT: Danielle McKnight, Planning Administrator  
Debra Savarese, Administrative Assistant

### OTHERS

PRESENT: BOARD OF SELECTMEN  
Robert Mauceri, Chairperson  
Michael Prisco, Vice Chairperson  
Stephen O'Leary, Clerk  
Joseph Foti  
Jeffrey Yull

### STAFF

PRESENT: Michael Gilleberto

Mr. Hayden informed all present that the meeting is being recorded.

**Economic Development Committee**

Mr. Bellavance moved, seconded by Mr. Pearce and voted 3-0: (Mrs. Romeo & Mr. Mills absent)

that the Community Planning Commission vote to accept the second reading of the document, creating an Economic Development Committee (EDC), with the following change:

- 1) Associate Members are to be non-voting members.

Mr. O'Leary voted, seconded by Mr. Prisco and voted 5-0:

that the Board of Selectmen vote to accept the second reading of the document, creating an Development Committee with the following changes:

- 1) Associate Members are to be non-voting members.

Mr. O'Leary voted, seconded by Mr. Prisco and voted 8-0: (Mrs. Romeo & Mr. Mills absent)

that the Board of Selectmen and Community Planning Commission vote to approve the document creating the Economic Development Committee as amended.

Joseph Foti	Yay
Stephen O'Leary	Yay
Jeffrey Yull	Yay
Michael Prisco	Yay
Robert Mauceri	Yay
William Bellavance	Yay
Warren Pearce	Yay
Christopher B. Hayden	Yay

Mr. Hayden stated that Peter Beal, Joseph Lauria, Richard Wallner and William Bellavance have shown interest in being members on this committee and wanted to know what the B.O.S. thought about having two CPC members on the committee, since both he and Mr. Bellavance had applied.

Mr. Yull stated that Mr. Hayden submitted a Citizens Activity report and wanted to know if this was necessary, because the Board of Selectmen did not do it this way.

Mr. Hayden stated that at that time the process had not been established yet, so he simply submitted the card to show his interest.

Mr. O'Leary stated that the way that they were intending to do this is that during the course of the liaison assignments the chairman would appoint the liaison for the B.O.S., which would be done on an annual basis and whoever becomes the chair would notify the Town Clerk of the liaisons. He would also suggest that the Community Planning Commission handle it the same way.

Mr. Mauceri stated that it was their intent that there would be one member from the Board of Selectmen and one member from the Community Planning Commission.

Mr. Yull stated that with this in mind he would think that they would want to keep the remaining five.

Mr. Hayden stated that Mr. Bellavance brings a lot of talent to this committee because of his contacts.

Mr. Prisco stated that he would vote to have Mr. Bellavance as an Associate.

Mr. Bellavance moved, seconded by Mr. Yull and voted 8-0: (Mrs. Romeo & Mr. Mills absent)

that the Community Planning Commission and the Board of Selectmen vote to nominate Peter Beal for 1 year to the Economic Development Committee.

Mr. Bellavance moved, seconded by Mr. Foti and voted 8-0: (Mrs. Romeo & Mr. Mills absent)

that the Community Planning Commission and the Board of Selectmen vote to nominate Joseph Lauria for 2 years to the Economic Development Committee.

Mr. Bellavance moved, seconded by Mr. O'Leary and voted 8-0: (Mrs. Romeo & Mr. Mills absent)

that the Community Planning Commission and the Board of Selectmen vote to nominate Richard Wallner for 3 years to the Economic Development Committee.

Mr. Prisco moved, seconded by Mr. Pearce and voted 7-0: (Mr. Bellavance abstained) (Mr. Romeo & Mr. Mills absent)

that the Community Planning Commission and Board of Selectmen vote to recommend Mr. Bellavance as an Associate Member to the Economic Development Committee.

Mr. Mauceri stated that Mr. Prisco will remain as liaison to the Community Planning Commission until elections are concluded.

Mr. O'Leary moved, seconded by Mr. Yull and voted 5-0:

to adjourn the Board of Selectmen meeting at 7:37PM.

**Minutes**

Mr. Bellavance moved, seconded by Mr. Pearce and voted 3-0: (Mrs. Romeo & Mr. Mills absent)

that the Community Planning Commission vote to accept the minutes of February 17, 2015 as written.

**340 Main Street - ANR**

Mr. Bellavance moved, seconded by Mr. Pearce and voted 3-0: (Mr. Mills & Mrs. Romeo absent)

that the Community Planning Commission vote to endorse as "Approval Not Required", the plan entitled "Compiled Plan of Land in No. Reading, Mass"; dated February 6, 2015; drawn by Hayes Engineering, Inc.

**142-144 Main Street – Site Plan Review**

Mr. Bellavance read the public hearing notice into the record.

Mr. Bellavance moved, seconded by Mr. Pearce and voted 3-0: (Mr. Mills & Mrs. Romeo absent)

that the Community Planning Commission vote to continue the Public Hearing for 142-144 Main Street until March 17, 2015 @ 8:00PM.

**295 Elm Street - ANR**

Mr. Bellavance moved, seconded by Mr. Pearce and voted 3-0: (Mr. Mills & Mrs. Romeo absent)

that the Community Planning Commission vote to endorse as "Approval Not Required";, the plan entitled "Plan of Land in North Reading, Massachusetts, (Middlesex County)"; dated February 11, 2015; drawn by LJR Engineering, Inc.

**Planning Administrator Update****Events**

Historic Preservation Planning Forum – March 30<sup>th</sup>, 4:00pm to 6:00pm – Burlington, Mass

Open Meeting Law, Training – March – Sharon, Hanover and Gloucester, Mass.

Citizen Planner Training – March 21<sup>st</sup> – Worcester, Mass.

Economic Development

Mr. Pearce asked if the final report was ever received from EDSAT.

Mrs. McKnight stated that she received a report that has some errors and has been going back and forth with the consultant to correct them.

Mr. Pearce stated that at the last meeting Mrs. McKnight expressed concern in regard to justifying requesting additional funding for the budget. In his estimation, the upcoming Economic Development Committee is going to need funding and he has a list that he would like to go over with her. If this committee is going to work they are going to need to provide some successes for it to work, such as mailing out questionnaires to people in town, inviting businesses to a meeting (luncheon), with a well-thought-out questionnaire for them to answer.

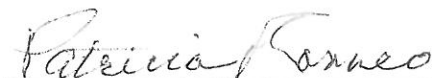
Mrs. McKnight stated that she has spoken to the Town Administrator who said that he would also like to plan an event for business leaders that would involve mailings and would like some of the expense to come from this funding because he does not have a budget for this.

Regional Housing Services

Mrs. McKnight stated that the estimated cost for next year is \$1,781.00. She asked the Town Administrator and Finance Director the best way to ask for this at Town Meeting. the Finance Director stated that she would put the \$1,781.00 into the planning budget and if it continues it will just become a part of the budget.

Adjournment at 8:50PM

Respectfully submitted,



Patricia Romeo, Clerk