



**Zoning Board of Appeals
Meeting Minutes
May 14, 2013**

Members in attendance: Richard Rand, Chairman; Richard Kane; Robert Berger; Brad Blanchette, Alternate; Jeffrey Cayer, Alternate

Members excused: Mark Rutan, Clerk; Fran Bakstran

Others in attendance: Kathy Joubert, Town Planner; Attorney Katherine Doyle, Town Counsel; Elaine Rowe, Board Secretary; Fred Lonardo, Building Inspector; Attorney Mark Donahue; Bob Michaud, MDM Transportation; Jonathan Charwick, Activitas; Patrick Maguire, Activitas; Andrews Collins, NE Ruffnecks; Attorney Jennifer Allen; Luke DiStefano, Bohler Engineering; Paul Wilson, Cumberland Farms; Forest Lyford; Brian White; Jason Adams

Chairman Rand called the meeting to order at 6:30PM.

Members of the board agreed to enter into Executive Session pursuant to M.G.L., Chapter 30A, Section 21, Subsection 3 (litigation) due to the Chair's determination that a discussion regarding this matter in an open meeting may have a detrimental effect on the position of the Board.

Richard Kane made a motion to enter into Executive Session. Brad Blanchette seconded. Results of the roll call vote are as follows:

Richard Rand, Chairman, voted in the affirmative
Richard Kane voted in the affirmative
Robert Berger voted in the affirmative
Brad Blanchette voted in the affirmative
Jeffrey Cayer voted in the affirmative

Chairman Rand indicated that the Board will return to open session after the conclusion of Executive Session.

The Board returned to open session from Executive Session at 7:00PM

Chairman Rand appointed Jeffrey Cayer and Brad Blanchette as voting members for all of the evening's hearings.

Public Hearing to consider the petition of Wal-Mart Real Stores, Inc. for a Variance/Special Permit to allow the use of illuminated signs between the hours of 12:00 am and 6:00 am on the property located at 200 Otis Street

Attorney Mark Donahue appeared on behalf of Wal-Mart Real Estate Trust. He explained that the store is currently under renovation and expansion, and that part of the plan review involved new signage that has already been reviewed by the Building

Inspector and the Planning Board. He noted that the only existing sign to remain is the pylon sign at the entrance from Route 9, which will be reduced in size. He explained that the bylaw has a provision that stipulates that signage is not to be illuminated between the hours of midnight and 6:00AM, but noted that once the renovation is complete the intention is for the store to be open 24 hours a day, at least during the period between Thanksgiving and Christmas, if not year round. Attorney Donahue discussed the importance of sign illumination, especially given that the store is located on a hill. In addition, illuminated wall signs act to guide shoppers to the appropriate entrance for the goods/services they are shopping for. Therefore, Wal-Mart is seeking permission for the signs to be illuminated between midnight and 6:00AM.

Mr. Cayer asked if 24 hour operation of the store is allowed. Attorney Donahue confirmed that it is allowed, but reiterated that the store is currently not doing so. Ms. Joubert asked if the store will want the signs illuminated overnight even if the store is not in operation during those hours. Attorney Donahue confirmed that they will. Chairman Rand asked Attorney Donahue if the applicant would be comfortable with wall signs being dimmed if the store is closed.

Jeffrey Cayer made a motion to close the hearing. Richard Kane seconded, vote unanimous.

Public Hearing to consider the petition of New England Baseball Enterprises, LLC for a Variance/Special Permit to allow the use of a restaurant serving alcoholic beverages, a bank or automated teller machine, and the use of a building for drive-up food service on the property located at 333 Southwest Cutoff

Attorney Mark Donahue explained that New England Baseball Enterprises operates a youth development baseball program, and has previously appeared before the board seeking approval to use another site. Given the outcome of that hearing, New England Baseball has identified a new site for their operations, on the property across from Northborough Crossing that is currently occupied by East Coast Golf.

Attorney Donahue noted that the front part of the site will be used for a mix of retail and commercial uses, and the applicant is asking the board to consider and grant a special permit and use variance for the front portion of the property. He stated that the plan is very preliminary, and any approval will be subject to the submission of a specific site plan that will contain more details about the tenants and their needs. He also noted that the only way for the proposed development of the site to be economically feasible is for the applicant to be assured that there is at least a possibility to include these types of uses in the front portion, which will then make it affordable to develop the baseball fields on the back portion. Attorney Donahue explained that the baseball fields and building proposed for the back portion of the lot will be a hub for tournaments, field rentals, camps and clinics, batting cage rentals, and indoor athletic training.

Attorney Donahue stated that certain proposed uses are permitted by right and some by special permit. He noted that a restaurant is allowed by right, but a restaurant with alcohol service requires a special permit.

Attorney Donahue referred to the preliminary plans, and noted that the box labeled #3 is related to the baseball operation and was already addressed with the Planning Board. He stated that the boxes labeled #4, #5, and #6 relate to the proposed retail and commercial operation.

Attorney Donahue discussed the Fire Chief's concerns about the ability to circulate emergency vehicles in and around the fields, so the plans were revised to provide a 20-foot wide paved surface around the entire perimeter of Field #1. Attorney Donahue also indicated that the plans provide for adequate turning radiuses for emergency vehicles. He reiterated that plans are preliminary, and that the applicant will be back before the board with more detailed plans at a later date.

Attorney Donahue noted that traffic, including the ability to enter and exit safely, is a real concern. He stated that this particular intersection is young, and that the applicant had engaged MDM Transportation to have a discussion with Mass DOT. Bob Michaud of MDM Transportation voiced his understanding that the infrastructure in this area has had some challenges, there was a great deal of activity resulting from the Northborough Crossing development, and Mass DOT is evaluating the situation. Mr. Michaud discussed efforts to quantify existing traffic volumes and patterns, and noted that one of the primary objectives is to minimize impacts by providing for a right turn lane into the site to allow direct access to the baseball operations without having to travel through the entire site. He commented that the input from Mass DOT thus far is that they are comfortable with the plan.

Mr. Michaud explained that a right turn lane allows for the retention of the existing signal at its location, but modifications of the existing driveway will be necessary for the proposed retail/commercial use. He stated that the signal itself and its operations will be retained or improved, and reiterated that the access plan as developed has been met with some level of support from the district office. He also discussed a proposed pedestrian crossing as one of the elements that the Fire Chief views as desirable and has received some level of support from Mass DOT subject to review of the final design.

Chairman Rand asked about installing a footbridge instead of a crosswalk. Attorney Donahue commented that they do not expect a level of use to warrant a footbridge. Mr. Michaud agreed that a raised crossing is not financially feasible and confirmed that Mass DOT is comfortable with the proposal.

Attorney Donahue noted the Fire Chief's memo in which he voiced some concerns, and confirmed that they will be addressed as part of the Design Review process. With regards to storage and maintenance of materials, Attorney Donahue stated that the applicant intends to install a synthetic surface so does not expect any maintenance materials to be stored on site. Should there be a change, the applicant will come back to the board to discuss.

Attorney Donahue voiced his opinion that the proposed project will have a positive fiscal impact on the town, and is consistent with recent development in the area. In addition, he believes the restaurant and bank are appropriate uses and will add to the opportunism for consumers in the area. With regard to the proposed drive through,

Attorney Donahue noted that the development will be heavily used by the motoring public, and the two drive-throughs across the street are evidence that it is possible to do so without adverse impacts on safety. Attorney Donahue requested that the board grant the special permits and variance subject to further site plan review.

Chairman Rand asked if the site is to remain as one parcel. Attorney Donahue confirmed that it will, with one owner and ground leases for use of the pad sites.

Mr. Berger asked if there is adequate parking onsite and voiced concern about people parking across the street. Mr. Michaud noted that the plans propose 180 parking spaces, which he believes should be sufficient.

Mr. Berger voiced extreme concern about safety, and asked if there is any way to enhance the warning to the public about the crosswalk being in use. Mr. Michaud stated that there will be appropriate push button controls on the signal to ensure safe operation, and more detailed specifics will be discussed during the Mass DOT process.

Mr. Kane asked about the justification for alcohol service in close proximity to a youth sports program. Attorney Donahue suggested that most restaurant concepts that would be interested in making the investment would want the ability to offer alcohol, and noted that the business owner will bear the responsibility for the alcohol service. He also indicated that the concession that will be part of the baseball operation will not serve alcohol.

Chairman Rand asked if there is any data available from other operations about injuries or accidents. Attorney Donahue stated that the applicant does not own or operate other facilities. Mr. Collins stated that in the 6 years that he has been coaching, there has only been one incident, an on-field collision, that required an ambulance. He also noted that the layout of the fields will ensure that any such issues can be handled appropriately. Chairman Rand asked if there have been any situations requiring police involvement. Mr. Collins stated that he is not aware of any.

Mr. Blanchette asked about the bleacher locations for field #2 and 3, and questioned whether they will interfere with emergency access. Mr. Charwick indicated that he envisions only portable bleachers for field #1, and the remaining fields will be more informal with chairs set up by spectators.

Mr. Blanchette asked if there is any concern about runoff from the synthetic turf. Mr. Charwick commented that there will be 8 to 12 inches of profile stone, and the drainage system at the bottom will feature a storage chamber or outlet every 20 to 25 feet. He also noted that there are sandy soils, which will allow infiltration of a portion of the water.

Mr. Berger asked about lighting. Attorney Donahue confirmed that the fields will be lit. Mr. Kane asked about the height of the light fixtures. Mr. Charwick stated that those details have not yet been decided. Attorney Donahue explained that the specifics for the baseball complex will be addressed through the Planning Board.

Mr. Cayer asked if the proposed alcohol use will be limited to one specific building. Mr. Berger asked how far the rear property line extends beyond fields #2 and 3, and noted the existence of a wetland and riverfront area at the base of the hill. Attorney Donahue estimated that the rear property line is approximately 100 to 200 feet beyond the fields, but commented that he would prefer to check the survey for accurate data.

Mr. Berger asked if there is sufficient room to handle traffic during transitional times, when all fields are in use and teams for the next games are starting to arrive.

Ms. Joubert referred to a staff review letter and noted that most of the comments were concerned with the site plan. She did, however, note that the Police Chief's concern about increasing lighting on Route 20 has not been addressed. Mr. Michaud confirmed that the applicant is aware of the comment and agreed that there should be an opportunity to place additional lighting in the area. Ms. Joubert discussed a comment letter received from the DPW Director, which Attorney Donahue indicated he had not seen. Ms. Joubert indicated that the following issues would need to be addressed during site plan review:

1. Improvements are needed in order to discharge to the municipal sewer system on Route 20
2. Water line to be looped from Lawrence Street.

Ms. Joubert agreed to provide the applicant with a copy of the DPW Director's comment letter.

Ms. Joubert voiced her opinion that more details about the baseball operation will likely be covered during the Planning Board hearing. Mr. Michaud commented that a memo was provided during the previous hearing, which outlined how the parking data was determined. Mr. Michaud stated that the plans meet or exceed the 85th percentile for three playing fields, and he is comfortable that the parking plan will accommodate the traffic. Mr. Michaud also commented that, since players often travel from a distance, there are typically fewer cars than there would be if all players were local.

Mr. Litchfield stated that baseball fields are an allowed use by right in all Groundwater areas, and commercial activities are allowed by right provided there is no accessory use involving use or storage of toxic materials. He voiced his opinion that the uses proposed are permissible.

Jeffrey Cayer made a motion to close the hearing. Richard Kane seconded, vote unanimous.

Public Hearing to consider the petition of Cumberland Farms, Inc. for a Variance/Special Permit/Special Permit with Site Plan Approval/Special Permit, Groundwater Protection Overlay District, to allow the construction and use of a convenience store and automobile filling station (existing structure and facilities to be removed) on the property located at 15 Main Street

Jennifer Allen appeared on behalf of Cumberland Farms to discuss their request for three variances and three special permits for the project proposed at 15 Main Street. She explained that there is an existing gas station with a 2,350 square foot building and 8 parallel service positions that is permitted for 33,000 gallons of capacity. Ms. Allen stated that the applicant is seeking to raise the entire property, construct a 3,997 square foot convenience store with 3 fuel stands perpendicular to the road and two underground tanks with 40,000 gallons of storage capacity.

Ms. Allen introduced her colleagues, Paul Wilson, Cumberland Farms; Luke DiStefano, Bohler Engineering; and Jason Adams, traffic engineer for the project.

Ms. Allen explained that the first variance needed would allow for parking spaces in front of the convenience store rather than in the rear as is required under the bylaw. She voiced her opinion that positioning parking in front of the building is preferable for safety reasons, as the employees can better see customers approaching the building.

Ms. Allen discussed the second variance that is needed to allow a setback in excess of 20 feet so that the structure can be located further back on the property to provide for the parking at the front of the building.

Ms. Allen stated that a third variance is needed to allow for the illumination of signs between the hours of midnight and 6AM. She noted that, as the business is expected to be a 24-hour operation, illumination of the signs is needed for the safety of staff and patrons.

In addition to the three variances, Ms. Allen noted that special permits are needed as follows:

1. Increase in nonconformity – the site is currently licensed for 34,000 gallons of capacity, and the applicant is seeking to increase that to 40,000 gallons in two tanks.
2. Special permit with site plan approval is needed for the new construction.
3. Special permit for Groundwater – Ms. Allen indicated that the project has already been presented to the Groundwater Advisory Committee.

Renderings of the proposed vision for the project were presented. Luke DiStefano reiterated that there is an older service station onsite that Cumberland Farms is looking to replace with a more modernized facility. He noted that the proposal is to slide the building further back on the lot, remove the service bay, reduce the number of dispensers, and add a convenience store. He also discussed plans to rotate the pump locations and push them further away from the street to improve traffic circulation in and out of the property.

As part of the renovations, Mr. DiStefano stated that all of the utilities will be upgraded, and the applicant hopes to stub in some of the utilities for the proposed use in advance of DOT completing the roadway improvements along Route 20. He noted that plans

also include enhancing the landscaping, with additional trees, landscape buffers to the north, and low lying annuals adjacent to Hudson Street and Main Street.

Mr. Wilson discussed proposed major improvements to the storm drainage. He noted that water currently sheet flows unchecked and untreated, and the plans call for capturing 100% of the runoff for infiltration. He also noted that the Groundwater Advisory Committee (GAC) had voiced concern about release of product at the dispensing area, so the proposal includes an emergency shut-off valve and containment within the drainage system prior to it getting to the ground.

Mr. Kane asked about the fuel storage tanks, one of which he understands will be for diesel fuel. Mr. Wilson stated that the tanks will store 24,000 gallons of regular gasoline, 8,000 gallons of diesel fuel, and 8,000 gallons of premium gasoline, with blending at the dispenser for midgrade gasoline.

Mr. Berger asked if the site is currently listed by DEP as a disposal site. Mr. Wilson stated that it is not an active site. Mr. Berger asked if a Licensed Soil Professional (LSP) will be onsite when the tanks are being removed. Mr. Wilson commented that this is standard practice. Mr. Berger asked if the station has a current certificate of compliance relative to 21J. Mr. Wilson explained that Cumberland Farms is self-insured, and will be required to clean the site.

Mr. Cayer asked if illumination studies have been done to determine the impacts to the surrounding area. Mr. DiStefano commented that lighting fixtures have improved considerably over the years, enabling businesses to direct light where it is needed without trespassing onto adjoining properties. He also noted that the applicant has agreed to remove 3 yard lights at the request of the Design Review Committee (DRC). Mr. DiStefano suggested that board members drive by the new Cumberland Farms location on Route 9 in Southborough some night to observe the muted lighting scheme.

Chairman Rand asked if the applicant intends to keep the existing television panels on the pumps. Mr. Wilson stated that the DRC had requested that they not, and the applicant has agreed to comply with that request.

Mr. Blanchette referenced a comment from the Police Chief and asked how committed the applicant is to the 24-hour operation. Mr. DiStefano voiced his opinion that the Police Chief was more concerned about a limited amount of staffing onsite, and noted that Cumberland Farms will maintain adequate staff as required by regulations. Mr. Blanchette noted that the Police Chief is also concerned about his department's ability to handle the demands of the operation with its current staffing levels.

Chairman Rand asked if the store will have video surveillance. Ms. Allen confirmed that it will, both at the pumps and inside the store. Chairman Rand asked if the surveillance will encompass the entire parking area. Mr. Wilson confirmed that it will. Mr. Kane asked how the video cameras are monitored. Mr. Wilson noted that there are monitors at the cashier's station.

Ms. Joubert discussed the review memo from the DRC, which has conditions to be incorporated into the decision. Mr. Wilson confirmed that all requests were incorporated into the revised site plan that has been submitted.

Ms. Joubert discussed the staff review letter, and noted that one of the outstanding issues that have not yet been resolved involves proposed curb cuts and traffic patterns. She explained that the curb cut closest to the railroad crossing proposes full in and out traffic including left turn movements. She noted that, with the new traffic patterns resulting from the newly installed signals downtown, having these 2 signals and then allowing drivers to turn left into the site could be problematic. She mentioned that Mass DOT's opinion leans towards having full turning movements, which town staff does not fully understand. Mr. DiStefano explained that the original proposal was for 2 full movement curb cuts on Main Street and one on Hudson Street, but there was further discussion about going with one full movement curb cut on the westerly side and make the easterly side an entrance only. It was also suggested that the curb cut on Hudson Street be moved as far back from the intersection as possible. Mr. DiStefano voiced his understanding of the town's concerns, but emphasized the applicant's desire to proceed with the layout as it currently stands. Ms. Joubert voiced her opinion that the traffic flow will not work and will result in blocking traffic in both directions. Mr. Adams commented that users for the site will access via the most convenient means for them, choosing between turning in advance of the signal or turning at the light and accessing from Hudson Street.

Ms. Joubert addressed fuel deliveries and asked if it would be possible to limit them to off-peak hours. Mr. Wilson indicated that the applicant would be agreeable to doing so, but would also want to be sensitive to residential abutters. He suggested that avoiding peak morning and evening traffic times would work for all parties.

Ms. Joubert asked if there will be pavement markings to direct drivers to the pumps. Mr. Wilson agreed that this is something that they could certainly include. Mr. DiStefano commented that limiting the direction of traffic creates unnecessary movements within the site, resulting in more confusion.

Mr. Litchfield stated that he had spoken with Mass DOT and they re-evaluated the curb cuts based on the newly installed light. He noted that they have not changed anything in the plans, but have agreed to keep an eye on the situation and recommend changes if they see any issues. He also reiterated that Route 20 is a state highway and the town has no control over the roadway but does have the ability to limit egress onto Main Street to right turns only, which he would encourage the board to consider as a condition of approval.

Mr. Litchfield asked how far back the curb cut on Hudson Street can be pushed. Mr. DiStefano indicated it could be moved back about 20 feet.

Mr. Litchfield voiced his opinion that the state will likely not install a sign on Hudson Street requesting that the entrance not be blocked, and requested that the board require the applicant to do so as a condition of approval. He suggested that the sign could be installed within the applicant's property but visible to motorists on Hudson Street.

Mr. Lonardo asked if the square footage of the building would require sprinkling under the local bylaw. Mr. Wilson suggested that it may fall just below the threshold. Mr. Lonardo requested that the applicant verify this fact, so that it can be addressed now while the utility work is being done. Mr. Wilson asked if a DryChem system would be acceptable.

Mr. DiStefano discussed an existing water line into the property that will be abandoned at the main. Mr. Litchfield suggested that the issue be addressed now while work is being done in Hudson Street.

Forest Lyford, 57 Pleasant Street, appeared on behalf of Trinity Church and asked if groundwater is routinely monitored as part of the tank removal process. Mr. DiStefano confirmed that it will be monitored but the applicant will not be installing any wells. He reiterated that an LSP will be onsite with monitoring equipment during the removal process. Mr. Lyford asked if Trinity Church has the ability, as an abutter, to review the final plans. He noted that, since the church is directly across the street, they would like to have the opportunity to view and question. Ms. Joubert advised Mr. Lyford that the plans are available in the Planning Department, but noted that if the board votes to close the hearing tonight, no further comments will be allowed.

Brian White, 97 Main Street voiced concern about lighting and noise. He also expressed a desire for fuel deliveries to be prohibited during the early morning hours.

Mr. Litchfield confirmed that the applicant had met with the Groundwater Advisory Committee last week, and there was a large amount of information filed earlier today. He indicated that he has requested a list of types and quantities of materials to be stored onsite, but has not yet received those details. He stated that he would appreciate the opportunity to confirm the calculations with the Building Inspector prior to the issuance of a Building Permit.

Mr. Litchfield confirmed that the Groundwater Advisory Committee has recommended approval of the project, which they view as a net benefit to the community because of the improvement in the quality of the tanks, improved stormwater protections, and the fact that the entire site will be recharged. He reiterated that he still wishes to verify the calculations and/or provide conditions to require that the entire amount of material being stored in the building will be able to be contained. Mr. DiStefano commented that this will be a small convenience store with a limited amount of materials, so he believes that protections are more than adequate to contain any type of hazardous release from the building. Mr. Lonardo indicated that without an itemized list of materials and quantities, he will have no enforcement mechanism down the road. Mr. Litchfield reiterated the need for adequate containment of whatever is stored in the building, but stated that he does not see a need to continue the hearing until such list is provided. He suggested that the board impose a condition in the decision requiring the applicant to confirm that the maximum amount of material can be contained prior to the occupancy permit being granted.

Mr. Cayer asked if the DRC meetings are open to the public. Ms. Joubert confirmed that they are, but there is no requirement that abutters be notified by mail.

Brad Blanchette made a motion to close the hearing. Richard Kane seconded, vote unanimous.

DECISIONS:

200 Otis Street – Mr. Cayer voiced his opinion that the signs should be allowed to be illuminated if the store is open for business. Members of the board agreed. Mr. Lonardo requested that the board be specific about whether they are referring to wall signs or the pylon sign.

Jeffrey Cayer made a motion to grant a variance to allow the wall signs and pylon sign to be illuminated between the hours of midnight and 6AM with the condition that the store must be open for business during those hours. Richard Kane seconded, vote unanimous.

333 Southwest Cutoff – Mr. Lonardo suggested that site plan approval should be done as a joint meeting with the Zoning Board of Appeals and Planning Board. Mr. Kane voiced his opinion that the light poles are too high. He also disagreed with allowing alcohol service. Mr. Cayer was uncertain about allowing alcohol service at the restaurant, but noted that it will be a separate entity. Mr. Berger spoke in favor of allowing it. Chairman Rand agreed.

Members of the board saw no issues with allowing the drive through or the ATM/bank services.

Jeffrey Cayer made a motion to grant a Special Permit to allow operation of a restaurant with alcohol service under the condition that only one of the buildings in the development is permitted to serve alcohol and under the condition of site plan approval. Robert Berger seconded, vote unanimous.

Jeffrey Cayer made a motion grant a Variance to allow for operation of drive-through service. Brad Blanchette seconded, vote unanimous.

Jeffrey Cayer made a motion to grant a Special Permit to allow for operation of a bank with ATM under the condition of site plan approval. Richard Kane seconded, vote unanimous.

15 Main Street – Mr. Cayer took issue with 24 hour illumination, given the location in the center of town. Mr. Blanchette agreed. Mr. Lonardo stated that 24/7 hours of operation are allowed by right and noted that the variance is for the illumination of the sign. Mr. Kane suggested that the applicant be allowed to have the sign illuminated during the hours that the business is in operation. Members of the board agreed.

Jeffrey Cayer made a motion to grant a Special Permit with the condition that the maximum quantity of hazardous products stored within the building shall not exceed the volume that can be stored within the floor area of the building and the drainage system

in the parking lot prior to the emergency shutoff valve installed at the recharge system and that calculations be submitted and confirmed by the Town Engineer prior to issuance of the building permit.

Jeffrey Cayer made a motion to approve a Variance to allow the location of parking spaces in the front of the building. Robert Berger seconded, vote unanimous.

Jeffrey Cayer made a motion to approve a Variance to allow a building setback of more than 20 feet from Main Street. Brad Blanchette seconded, vote unanimous.

Robert Berger made a motion to grant a Variance to allow the signs as indicated on the plan titled "Proposed Signage Drawing" dated May 3, 2013 to be illuminated between the hours of midnight and 6AM with the condition that the store must be open for business during those hours. Brad Blanchette seconded, vote unanimous.

Jeffrey Cayer made a motion to allow an increase in underground fuel storage from 32,000 to 40,000 gallons, in two 20,000 gallon double walled tanks. Richard Kane seconded, vote unanimous.

Jeffrey Cayer made a motion to grant a Special Permit with Site Plan Approval with the condition that the westerly access onto Main Street be limited to right turn only and that the applicant install a "Do Not Block the Driveway" sign on Hudson Street and that the use of television monitors at the pumps be prohibited, and conform with plans titled and dated 05/09/13.

Conditions 2, 3 & 6 from the Town Engineer's review letter shall be added as conditions to the decision.

Review Minutes of the Meeting of February 26, 2013 – Jeffrey Cayer made a motion to accept the Minutes of the Meeting of February 26, 2013 as submitted. Richard Kane seconded, vote unanimous.

Review Minutes of the Meeting of September 4, 2012 – Jeffrey Cayer made a motion to accept the Minutes of the Meeting of September 4, 2012 as submitted. Robert Berger seconded, vote unanimous.

Review Minutes of the Meeting of October 23, 2012 – Jeffrey Cayer made a motion to accept the Minutes of the Meeting of October 23, 2012 as submitted. Robert Berger seconded, vote unanimous.

Adjourned at 9:55PM.

Respectfully submitted,

Elaine Rowe
Board Secretary