



Office of
THE PLANNING BOARD
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Lance J. McNally, Chairman Christopher Nocella, Vice Chairman Laura E. Shifrin, Clerk
Kathleen Araujo, Member Edwin H. Howard, II, Member Jerrilyn T. Bozicas, Associate Member

Minutes

Monday, May 23, 2016 at 7:00 p.m.
Townsend Memorial Hall, in Selectmen's Chambers

I. PRELIMINARIES:

- 1.1 Call the meeting to order: LM called the meeting to order at 7:01PM.
- 1.2 Roll call: Lance McNally (LM), Chris Nocella (CN), Laurie Shifrin (LS), Ed Howard (EH)
- 1.3 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting: Added 3.1.3 *Volunteer Response Form*
- 1.4 Acceptance of Minutes: **None**

II. APPOINTMENTS:

- 2.1 7:15pm – Joe Iodice to discuss developing property at 59 West Meadow Road – **He did not attend.**

III. WORKSESSION:

3.1 Memo from BOS re: Annual Appointments

- 3.1.1 Discuss and vote to reappoint Associate Member Jerrilyn Bozicas to a one year term from 7/1/16 to 6/30/17.
EH moved to reappoint Associate Member Jerrilyn Bozicas to a one year term from 7/1/16 to 6/30/17. CN seconded. All in Favor (AIF).
- 3.1.2 Vacancy notice for one member of Planning Board until April 2017 election
- 3.1.3 Volunteer Response Form received

3.2 Memo from BOS re: seeking PB member to serve on Town Properties Committee: No Volunteers.

3.3 Discuss Planning Board Administrator Position:

CN moved to re-advertise the position. LS seconded. AIF

3.4 Discuss Chapter 61 Right of First Refusal Clement/Bailey Roads: No

3.5 Discuss meeting dates for July, August, September

- 3.5.1 Discuss member vacations and unavailability for meetings
Chose: July 11, 25 August 8, 22, September 12, 26

3.6 Discuss moving forward with Zoning Bylaw amendments

3.6.1 Revising Solar Overlay District Bylaw §145-86
Send something to the Energy Committee to be a subcommittee. General public involved too. Send blurb to the BoS for a 7-member solar subcommittee.

3.6.2 Revising Sign Bylaw Article X, §§145-55 through 145-62
Get case for EH on signs. LM will look at other towns.

3.7 Discuss and vote on request of Peter DeCarolis (DECA) to release Performance Security Bond following acceptance of Trophy Ave.

CN moved to release money for Performance Security Bond in the amount of \$26,675.94. LS seconded. AIF.

IV. CORRESPONDENCE:

- 4.1 ZBA Decision re: 40 Highland Street
- 4.2 ZBA Decision re: 93 North End Road
- 4.3 ZBA Decision re: 40-56 Fitchburg Road
- 4.4 Memo from Town Clerk re: Road acceptances from Town Meeting
- 4.5 Letter from MRPC re: Economic Impact of Devens
- 4.6 Notices from Townsend / Other Towns

V. ADJOURNMENT:

Next Regular Meeting Date: Monday, June 6, 2016, at 7:00 p.m.

Submitted by Michele Decoteau and transcribed from Karen Chapman's notes