



BOXBOROUGH PLANNING BOARD
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Owen Neville, Chair Eduardo Pontoriero, Clerk Nancy Fillmore John Markiewicz Hongbing Tang

Meeting Minutes

June 15, 2015

7:30 PM

Morse-Hilberg Room, Town Hall, 29 Middle Road

Members Present:

Owen Neville, Chair
Nancy Fillmore, Member
John Markiewicz, Member
Adam Duchesneau, Town Planner

Members Absent:

Eduardo Pontoriero, Clerk
Hongbing Tang, Member

The Chair called the meeting to order at 7:33 PM.

Meeting Minutes of June 1, 2015

Mr. Markiewicz MADE a MOTION to approve the minutes of June 1, 2015. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

Correspondence

Mr. Duchesneau distributed and read the letter from Judith Besso of 109 Stow Road (Sheriff's Meadow) dated June 10, 2015 regarding the proposed development behind Sheriff's Meadow.

2015 MassWorks Grant Application – Route 111 Sidewalk

Mr. Duchesneau distributed and read an email from Selectmen Robert Stemple who had received a status update from Senator James Eldridge's office on the Route 111 culvert situation. The update had been provided by MassDOT and it indicated the best case scenario is that design and permitting for the project would be completed in late 2015 and construction would occur sometime in mid to late 2016. Based on this information, Mr. Duchesneau asked the Planning Board if they thought it would be prudent to apply for a 2015 MassWorks Grant. Mr. Neville thought the Town should absolutely still pursue the grant even if construction could not begin until late 2016. Mr. Markiewicz and Ms. Fillmore agreed. Mr. Neville suggested including the email from Senator Eldridge in the grant application materials. Mr. Markiewicz noted if the Town and the Planning Board do not keep up the pressure on this project, MassDOT will think the Town is not serious about replacing the culverts or extending the sidewalk. Mr. Duchesneau indicated he would begin preparing a draft application for the grant.

Future Meeting Dates until December of 2015

Mr. Neville and Mr. Markiewicz indicated they could not attend meetings on July 20, 2015 or August 17, 2015. The Planning Board then discussed other potential meeting dates until mid-September 2015.

Ms. Fillmore MADE a MOTION to set the Planning Board's meeting dates as discussed at the meeting as follows and to discuss the meeting schedule for the remainder of the calendar year at the Board's next meeting:

Monday, June 29th

Monday, July 13th

Monday, July 27th

Monday, August 10th

Monday, August 24th

Monday, September 14th

Mr. Markiewicz SECONDED the MOTION. All members voted in favor.

Mr. Markiewicz informed the Planning Board the Master Plan Update Committee would have a booth at Fifer's Day to gather additional feedback from the public about Boxborough 2030 (the Master Plan). He noted that if Planning Board members have time or are able, it would be great if they could stop by the booth and answer any questions fair attendees might have. Mr. Neville asked that Boxborough 2030 (the Master Plan Update process) be a standing item on the Planning Board's agenda moving forward.

With no further business, the meeting was adjourned at 7:58 PM on a MOTION by Ms. Fillmore, SECONDED by Mr. Markiewicz, with all members voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontoriero, Clerk