



BOXBOROUGH PLANNING BOARD
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John Markiewicz, Chair Abby Reip, Clerk Nancy Fillmore Eduardo Pontoriero Hongbing Tang

Meeting Minutes
April 30, 2018
7:30 PM
Morse-Hilberg Room, Town Hall, 29 Middle Road

Members Present: John Markiewicz, Chair, Abby Reip, Clerk, Nancy Fillmore, Eduardo Pontoriero, and Hongbing Tang

Also Present: Adam Duchesneau, Town Planner

Mr. Markiewicz called the meeting to order at 7:30 PM.

Mr. Markiewicz inquired if anyone was recording the meeting and, if so, he asked them to identify themselves. Evan Perry, on behalf of the Applicant for the 700, 750, & 800 Massachusetts Avenue Site Plan Approval application, indicated he was recording the meeting.

Correspondence

The Planning Board noted they had not received any correspondence since their last meeting.

Metropolitan Area Planning Council (MAPC) Alternate Representative Designation

The Town of Boxborough, as part of the Metropolitan Area Planning Council (MAPC), has a Representative from the Board of Selectmen and an Alternate Representative, typically from the Planning Board. The terms of both the Representative and Alternate Representative positions have expired. It was noted most of the MAPC meetings were held during the day. Ms. Fillmore volunteered to be the Town's Alternate Representative.

Mr. Markiewicz MADE a MOTION to nominate Ms. Fillmore as the Alternate Representative to the MAPC from the Town of Boxborough. Ms. Tang SECONDED the MOTION. All members voted in favor.

At this time Mr. Duchesneau arrived at the meeting.

1414 Massachusetts Avenue Site Plan Approval Condition – Solar Array Tree/Shrub Donation

It was noted the trees and shrubs listed in red on the updated list were new recommendations made by Ms. Tang.

Mr. Markiewicz MADE a MOTION to approve the updated list of tree and shrub species for the planned solar array tree/shrub giveaway event. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

Mr. Duchesneau provided an update on the status of the giveaway event to be held at 1414 Massachusetts Avenue on June 9, 2018. He indicated the Applicant had approved the proposed tree and shrub species list. Mr. Duchesneau noted the trees and shrubs would be requested through a website link which would be publicized across town. He stated proof of Boxborough residency would be required at the pickup of trees and shrubs.

Ms. Tang asked if the giveaway event could be scheduled earlier in the planting season. Mr. Duchesneau noted the preference to allow the maximum amount of time to advertise the event.

At 7:41 PM Ms. Fillmore recused herself from the remaining topics on the agenda and left the meeting room.

700, 750, & 800 Massachusetts Avenue – Site Plan Approval and Stone Wall Alteration Decision

Lynn Stahlberg of 343 Sargent Road raised clarification questions about the review process for the draft denial decision. Mr. Markiewicz indicated how the draft denial decision would be finalized and placed on file with the Town Clerk.

Mr. Duchesneau then distributed the latest version of the draft denial decision to the Planning Board members. The Planning Board members then proceeded to read and review this version of the draft denial decision for approximately fifty minutes.

The Planning Board discussed edits to the document and requested Town Counsel confirm a few items.

Mr. Markiewicz MADE a MOTION to approve the denial decision with amendments to be approved by Town Counsel, a Planning Board Representative, or the Town Planner. Ms. Reip SECONDED the MOTION. All members voted in favor with Ms. Fillmore absent from the vote.

Mr. Markiewicz MADE a MOTION that he be the Planning Board's representative for reviewing and finalizing the denial decision document. Mr. Pontoriero SECONDED the MOTION. All members voted in favor with Ms. Fillmore absent from the vote.

Mr. Markiewicz MADE a MOTION that the Planning Board members sign the signature pages of the denial decision. Mr. Pontoriero SECONDED the MOTION. All members voted in favor with Ms. Fillmore absent from the vote.

Executive Session: Pursuant to MGL Chapter 30A, Section 21(a)(7), to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements to review and approve the Executive Session Minutes from March 5, 2018 and March 19, 2018

At 8:53 PM Mr. Markiewicz MADE a MOTION to enter into Executive Session pursuant to MGL Chapter 30A, Section 21(a)(7), to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements to review and approve the Executive Session Minutes from March 5, 2018 and March 19, 2018, and to return to open session solely for the purpose of adjourning the meeting. Mr. Pontoriero SECONDED the MOTION.

The Planning Board voted as follows to enter into Executive Session:

Mr. Markiewicz – Aye, Ms. Reip – Aye, Mr. Pontoriero – Aye, and Ms. Tang – Aye. Ms. Fillmore was absent from the vote.

With no further business, the meeting was adjourned at 9:13 PM on a MOTION by Mr. Markiewicz, SECONDED by Mr. Pontoriero, with all members voting in favor and Ms. Fillmore absent from the vote.

On Behalf of the Boxborough Planning Board:



Abby Reip, Clerk