



BOXBOROUGH PLANNING BOARD
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James Faulkner, Chairman Eduardo Pontoriero, Clerk Owen Neville John Markiewicz Nancy Fillmore

Meeting Minutes
January 13, 2014
7:30 p.m.

Members present:

James Faulkner, Chair
Owen Neville, Member
Eduardo Pontoriero, Clerk
John Markiewicz, Member
Elizabeth Hughes, Town Planner

The Chair opened the meeting at 7:30 pm.

Meeting Minutes December 2, 2013

On a motion by Mr. Pontoriero, seconded by Mr. Markiewicz, the minutes of December 2, 2013 were unanimously approved as amended.

Stow Road Development Committee Planning Board Representative

The Board designated Mr. Markiewicz as the Planning Board's representative to the Stow Road Development Committee.

MAPC Build-out Analysis Presentation

Tim Reardon, Assistant Director of Data Service at MAPC, went through a PowerPoint slide presentation on the final analysis and report for the build-out analysis. The Board discussed with Mr. Reardon some of the points raised regarding population projections, future housing needs based on projected demographics, and potential build-out options for Town Center and Adams Place.

The Board questioned Mr. Reardon about moving forward with an update to the Town's Master Plan. Mr. Reardon felt that with the completion of the build-out analysis, the Open Space & Recreation Plan update and an update to the Housing Production Plan in the next six months, the Board was in a very good place to move forward with an update to the Master Plan. Mr. Reardon stated the final steps would be the community engagement, visioning sessions and action items and he could get an estimate on the cost to have MAPC do the work. The Chair commented that the Board should try and speak with the Finance Committee as soon as possible if there was going to be a funding warrant article. The Town Planner will contact the Finance Committee Chair about getting on their next available agenda.

Next Intersection Project

The Board reviewed a draft memo to the Board of Selectmen regarding the next two intersections that could be improved. The Board felt that the memo was fine and directed the

Town Planner to forward it to the Selectmen. Mr. Neville did ask that the Town Planner contact the Police Chief to see about getting intersection accident data, which he thought would assist the Board.

2014 Annual Town Meeting Warrant Article Discussion

Ms. Hughes commented that there are currently three Zoning Bylaw amendment warrant articles and one funding article should the Planning Board wish to proceed with the Master Plan update. The Board asked the Town Planner to get an estimate for the Master Plan update from MAPC and contact the Finance Committee Chair to see if the Board could come speak to them about it. Mr. Markiewicz volunteered to present the Common Driveway bylaw article. Mr. Faulkner volunteered to present the Marijuana bylaw article. Mr. Pontoriero volunteered to present the Flood Plain bylaw article.

With no further business, the meeting was adjourned at 9:27 pm on a motion by Mr. Markiewicz, seconded by Mr. Pontoriero with all voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontoriero, Clerk