



**BOXBOROUGH DESIGN REVIEW BOARD**  
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**Meeting Minutes**  
**March 24, 2014**  
**7:00 p.m.**

Members present:

Kevin Mahoney, Chair  
James Faulkner, Member  
Robert Stemple, Member

Elizabeth Hughes, Town Planner

The meeting was called to order at 7:06 pm in the Morse Room of Town Hall. It was agreed upon by all members that Mr. Mahoney would act as Chair of the Board.

**United Congregation Church Free Standing Sign**

The Board reviewed the proposed sign and determined that although the size of the sign is greater than the existing sign and greater than the 10 square foot maximum recommended in the Board's Design Guidelines, the proposed 28 s.f. was proportionate to the size of the church and the area of open space.

The Board discussed the proposed material of the sign. Mr. Stemple did not believe that a plastic PVC sign was in keeping with Village Core and pointed out that the Board's Guidelines specifically state that plastic is not appropriate. Mr. Stemple thought the sign should be wood, but he did think that using PVC posts was acceptable. The Board agreed.

The Board discussed the proposal to light the sign from the top of the sign. Mr. Faulkner was concerned with how the lights would be positioned on the top of the sign. The Town Planner stated there was no additional information in the application regarding the lighting. The Board asked Ms. Hughes to request additional information for the next meeting. The Board determined they would meet again on April 7<sup>th</sup>.

With no further business, the meeting was adjourned at 7:20 pm

Approved April 7, 2014