



## **BOXBOROUGH ECONOMIC DEVELOPMENT COMMITTEE**

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### **Meeting Minutes**

**March 26, 2019**

### **Virtual Zoom Meeting**

**Members Present:** Rich Guzzardi (Chair), Mark White, John Neyland, Kristin Hilberg, Dawn Willis

Other Attendees: Susan Bak (Select Board), Becky Neville (Fin Com), and John Markowitz

Called the meeting to order at 7:35 PM

#### **Minutes**

No minutes were reviewed.

#### **Correspondence and New Business**

No Correspondence or New Business discussed.

#### **Specialty Food Shop and Parking Zoning Bylaw Amendments**

Rich presented the final proposed Zoning Bylaw warrant articles (Articles 175-2 and 175-3).

Discussion of the articles took place, beginning with 175-3 (Parking). Rich discussed that we had previously discussed and approved the zoning Bylaw changes when a single article was contemplated capturing all of the changes. There are now multiple articles changing each section of the Bylaw

Mark White MOTIONED to approve Article 175-3 amending the zoning Bylaw for Common Parking and the Parking Use Table. The motion was SECONDED by John Neyland. With no further discussion, the MOTION was APPROVED, as follows:

In Favor: White, Neyland, Hilberg, Guzzardi

Opposed: None

Mark White MOTIONED to approve Article 175-2 amending the zoning Bylaw to add a definition for Specialty Food Shop and to change the use tables to add Specialty Food Shop. The motion was SECONDED by Kristin Hilberg. With no further discussion, the MOTION was APPROVED, as follows:

In Favor: Hilberg, Neyland, White, Guzzardi

Opposed: None

At this point Dawn Willis entered the meeting.

## **UMASS Study Update**

The EDC discussed the current status of the UMASS Study and a contingency plan given that the community wide Charette needs to be postponed due to COVID-19 until the Fall '20. A revised schedule was shown, which has some initial effort being conducted now (Phase 1, Survey 2 analysis, and initial general market based research) while the university can get the benefit of the paid graduate student. We would then go on a pause until late August to plan for and then carry out a Charette in the Fall, with detailed market analysis and final report completion in the Fall/Winter.

While the EDC agreed that we needed to shift the effort, there were two concerns cited: the conduct of analysis work ahead of a community wide Charette, and the lengthy gap in time between May and September where there would be little to no momentum with the community.

Town resident John Markowitz commented that having some form of engagement during the pause phase is important to keep the community connected to the study.

Discussion of priority of focus occurred, and Mark White suggested that the study would be best served to focus on the larger office park parcels that are either vacant or near vacancy, and not necessarily on Town Center. We have a plan to address the plazas along RT 111 with zoning change and property owner outreach, and Town Center right now is focused on the enclave development. It was discussed that the UMASS Center for Economic Development does have a proclivity for addressing specific development challenges/objectives on a site basis (e.g. Ludlow Mills, Gleasondale in Stow), and that they are very interested in helping solve the office park challenge. The committee discussed and reached consensus that while both very important, the more near term development opportunity exists at 1414 Mass Ave, and Cisco Beaver Brook Campus is a longer term opportunity.

The committee then established a priority list of development opportunities to serve as a primer for UMASS in the early analysis effort. This analysis effort would then feed the Charette, and the results of the Charette would then feed detailed analysis and the final report. The priority list that was agreed to is attached (no vote taken), and subsequent to the meeting was provided to UMASS.

Meeting was adjourned at 9:03PM

## **DOCUMENTS PRESENTED**

Agenda

Draft Zoning Articles 175-2 & 175-3

UMASS Study Contingency Schedule