

Call to Order:

The meeting was called to order at 7:38 pm. Present were Chairman, Paul Salafia, and members, Vincent Chiozzi (arrived at 7:43), Linn Anderson, Selena Goldberg, John McDonnell (arrived at 8:00 pm) and associate member Joan Duff; also present were Director of Planning, Paul Materazzo, and Planner, Jacki Byerley.

Planning Session:

Mr. Materazzo reviewed his memo to the Board dated June 5, 2008 including the Zoning By-law 5-year plan. Mr. Materazzo suggested the Board review the 5-year plan and at the next planning session identify 5 items they feel are important. The Board discussed items from town meeting that need to be worked on. Chairman Salafia noted that the Board would work on the sign by-law. Ms. Byerley noted that the home occupation by-law conflicts with the sign by-law but that will be fixed at next town meeting. Mr. Materazzo noted that Town Counsel inquired when the Board would revisit the Rules and Regulations Governing the Subdivision of Land. Ms. Anderson reviewed the last place the Board stopped in the regulations and questioned if the technical aspect of the rules and regulations should be identical to the Stormwater Management By-law. Staff suggested that Board form a subcommittee to review the document and report back to the Board. Ms. Goldberg questioned if there would be a process for the sub-committee to follow. The Board discussed the regulations and who would be reviewing the document. The Board also discussed the sign by-law; some Board members noted that they have no desire to sponsor a zoning amendment article on signs. Chairman Salafia noted he would be happy to sit down with the Design Review Board to discuss the sign by-law when they put it on their agenda. Mr. Materazzo suggested that staff and the Board review the 5 year plan and discuss the top 5 items at the July 8th planning session.

Merrimack Estates:

The Board opened the public hearings on an application by Wiled Realty Trust for a proposed 8-lot Definitive Subdivision Plan and a Special Permit for Earth Movement entitled Merrimack Estates. Chairman Salafia reviewed the Planning Board Public Hearing Procedures. Richard Cuoco from Cuoco & Cormier Engineering Associates, representing the applicant, gave an overview of the proposed project including: Form A's, roadway, zoning requirements, drainage, utilities, water main loop and pre & post development run off on-site. He also noted they requested an extension from the Board of Health and noted he has revised the plans but has not submitted them yet. The Board discussed the water main loop and asked two of the representatives of abutting owners about the possibility of an easement to allow the water line to be looped. Mr. Couco noted that in order to loop the water main they would have to cross either Avis or Melmark property, and that the cost to do so is prohibitive. Ms. Byerley questioned who owned the triangle shaped parcel where the detention basin is partially located. Mr. Cuoco stated that Melmark was the owner. There was discussion about the detention basin being located on three parcels of land, two of which are not owned by the applicant. Mr. Cuoco noted that the detention basin is partially on a separate parcel of land owned by Melmark and Melmark will eventually be part of the Homeowners' Association (HOA) when they purchase lot 24. Ms. Byerley reviewed her memo to the Board dated May 28, 2008 including comments from the IDR conducted on May 27, 2008 from staff, DPW, Health, Police and Fire departments. The Board questioned what Melmark's intended use would be for lot 24 after Melmark purchased it. Mr. Couco indicated that the school did not intend to construct a house on lot 24; the lot is only to be

Merrimack Estates (cont.):

used as a buffer between the Melmark School and the new subdivision. Peter Troy, representing Melmark School, confirmed that Melmark was comfortable with the language in the covenant which restricts Melmark's right to access Christian Way, and also confirmed that Melmark does not intend to use the lot as access to Christian Way. Mr. Couco gave an overview of the easements and noted that when water flows onto abutting properties an easement is required from the abutting property owner. Robert Spengler of 47, Manor Hill Drive, Tewksbury, MA, an abutter to the project, expressed concern about buffer/screening to his property. He noted that it was shown on a prior plan that was submitted to the Board, but that it is not shown on the present plan. The Board discussed screening/landscaping and suggested they take a site visit. On a motion by Ms. Anderson seconded by Ms. Goldberg the Board voted to continue the public hearings on an application by Wiled Realty Trust for a proposed 8-lot Definitive Subdivision Plan and a Special Permit For Earth Movement entitled Merrimack Estates until June 24th at 8:16 p.m. and July 8, 2008 at 8:00 p.m. **Vote** Unanimous (5-0); it should be noted that Board will discuss the following items at the June 24th meeting: items as they pertain to buffering/screening for abutters, removal/relocation of easement; expansion of the plan to include the Franciscan Center property and clearly defined ownership of properties; DPW's concerns outlined in their memo dated May 28, 2008, revised waivers requests; pedestrian access to AVIS property, revisions to plan notes; covenants on the lots to prevent commercial access and comments raised at the IDR held on May 27, 2008. At the July 8th meeting the following will be discussed: items pertaining to drainage including discussion of the peer review, Board of Health issues, and any outstanding items from the June 24th meeting.. **Vote** Unanimous (5-0)

7 Connector Road:

The Board opened the public hearing on an application by RK Trust for a Special Permit for a Major Non-Residential Project for the proposed addition of 29,268 s. f. to the existing 30,208 s. f. office/warehouse building located at 7 Connector Road. Eugene T. Sullivan of Eugene T. Sullivan Inc., representing the applicant gave an overview of the proposed project including Reid Graphics' (owner) intent to sub-lease the addition until the space is needed. He also reviewed the extension of the ZBA decision, parking, future parking spaces, drainage, and the number of employees. Ms. Byerley noted that most of the areas are paved and un-striped and the parking spaces would meet current zoning requirements if the areas were to be striped. Mr. Sullivan also reviewed comments from the IDR including the dumpster location, sewer, and noted the drainage is an improvement from what's currently there now. Ms. Byerley reviewed her memo to the Board dated June 4, 2008 including comments from the IDR conducted on June 3, 2008 and noted that ESS Group will be conducting the peer review of the drainage. On a motion by Ms. Anderson seconded by Ms. Goldberg the Board voted to continue the public hearing on an application by RK Trust for a Special Permit for a Major Non-Residential Project for the proposed addition of 29,268 s. f. to the existing 30,208 s. f. office/warehouse building located at 7 Connector Road until July 22, 2008 at 7:35 p.m.

Adjournment: The Board voted to adjourn the meeting at 9:14 p.m.