

Present: Christopher Morely, Chairman Craig Lizotte, Peter Abair (arrived at 8:05 p.m.), Martin Long, Jody Kablack (Director of Planning and Development) and James Kupfer (Assistant Planner)

At 7:36 p.m., Chairman Lizotte called the meeting to order.

North Ridge Farm – Endorse Plans

Ms. Kablack stated all legal documents have been completed and the project is in good shape.

On motion duly made and seconded, it was unanimously:

VOTED: To endorse the plans for North Ridge Farm, last revised May 21, 2014, as reviewed tonight.

82 Maynard Road – Set Bond Amount, Accept Bond, Release Lots from Covenant

The Board was previously in receipt of copies of a letter from Department of Public Works Director, I. William Place dated May 30, 2014 recommending setting the bond to complete the work at \$53,391.01.

Ms. Kablack stated she is working with the developer and his team to finalize the legal documents and other outstanding conditions required prior to recording the plan.

Upon Ms. Kablack's recommendation, on motion duly made and seconded, it was unanimously

VOTED: To set the bond to complete work at 82 Maynard Road at \$53,391.01.

On motion duly made and seconded, it was also unanimously

VOTED: To accept the cash bond of \$53,391.01 for 82 Maynard Road.

On motion duly made and seconded, it was further unanimously

VOTED: To release lots from the covenant for 82 Maynard Road.

Minutes

On motion duly made and seconded, it was unanimously:

VOTED: To approve the meeting minutes of May 28, 2014.

Upcoming Meeting Schedule

Ms. Kablack stated the next meeting will be held on August 13, 2014. If a July meeting is needed, Ms. Kablack will coordinate a date (possibly July 23, 2014) with the Board at a later time.

Ms. Kablack reviewed a few outstanding issues, noting Maynard Road Lots E&F, and the concerns of the residents at Maple Meadows. She stated an acceptable plan has not yet been submitted for Lots E&F. Copies of a letter received from the Residents of Maple Meadows dated June 12, 2014 were distributed tonight. Ms. Kablack also stated developer Bob Roth is working to resolve issues with the Maple Meadow's residents, noting the Board had never approved and/or endorsed a landscape plan.

FY15 Projects and Priorities

At 7:50 p.m., Chairman Lizotte opened a discussion regarding FY15 Projects and Priorities. The Board was in previous receipt of copies of a listing of FY15 Planning Board Projects and Priorities dated June 18, 2014, materials regarding Public Communication through Social Media and Other Platforms, a letter from the Planning Board to the Board of Selectmen dated August 12, 2013, and a draft memorandum from the Planning Board to the Board of Selectmen dated June 19, 2014, regarding the Melone Study. In addition, copies of revisions provided by Chairman Lizotte to the Board's letter regarding the Melone property were distributed tonight.

Ms. Kablack stated she revised the FY15 list based on the Board's discussion at its last meeting.

Mr. Morely asked if the second bullet point under Community Housing is needed. Chairman Lizotte suggested the goal and parcel information from the Town's Housing Production Plan should be publicly promoted.

Assistant Town Planner Jim Kupfer stated some of this information will also be updated this summer when the Town completes its five-year Action Plan under its HOME Program requirements from HUD.

A discussion ensued regarding the Economic Development priorities and the Route 20 sewer zoning work. Ms. Kablack stated the Town Manager is supportive of requesting an FY14 reserve fund transfer to be used for the zoning visualization project discussed by the Sewer Steering Committee at the Annual Town Meeting which was indefinitely postponed. The Board supported moving forward with the funding request.

Mr. Morely asked the status of collaboration efforts with Marlborough. It was noted Marlborough had previous issues working with Northborough. Ms. Kablack stated the Board of Selectmen will soon consider a new strategy with which to attempt to further entice Marlborough to work with Sudbury regarding a Route 20 sewer.

Mr. Kupfer suggested it might be time to resurrect some of the Town's previous work related to economic development goals from the Master Plan. Ms. Kablack stated she believes this Board could be helpful in shaping the economic development priorities and guidelines, and relating them back to the sewer project. Many residents are new to Town and have not had the history of the sewer project and its projected long term benefits.

Mr. Abair stated the business community is not vocal enough regarding its need for a sewer. He suggested the Board sends a message to business owners that it needs to hear their collective voice.

Mr. Kupfer suggested informal discussions be scheduled with the business community now to promote new ideas and better cooperation. Ms. Kablack stated the Chamber of Commerce would likely sponsor any type of interaction suggested, and she and

Mr. Kupfer will try to better define some ideas.

Ms. Kablack stated the project list was revised to better define the rail trail transportation priorities. Chairman Lizotte asked when the Bruce Freeman project would go out to bid. Ms. Kablack stated it might not need to go out to bid, and GPI might be chosen for the work. She stated the Selectmen will make this decision.

Ms. Kablack noted that many residents mentioned how great the Town's walkway program is at the 2014 Town Meeting.

Ms. Kablack summarized the revisions to the Planning Board Regulations/Bylaws section. She noted efforts will be made to start to develop consistent messaging to the public using a variety of social media outlets.

Mr. Abair questioned whether the beautification of Route 20 should be added as its own priority. The consensus of the Board was that such streetscape-related issues could also be part of economic development discussions.

The Board next reviewed the draft letter to be sent to the Selectmen regarding the Melone Study. Chairman Lizotte suggested, and the Board concurred, that the information might be more effective if presented as a one-page cover letter with the attached backup information. He also suggested revising the sentence regarding the property not being contaminated so as to reflect that, based upon the data available to date, it is believed the property is suitable for residential development. It was also suggested to identify chlorinated solvents as the type of former pollutant on the Unisys property.

The Board asked Ms. Kablack, on behalf of the Board, to revise the letter as discussed and amended tonight, and to distribute the letter as soon as possible.

Mr. Abair asked if it would be helpful to have an ongoing public conversation with State agencies regarding the affordability of the proposed development on the Melone property. Ms. Kablack stated the greater concern with the agencies will be the age-restriction aspect of a development rather than affordability, but that contact with state agencies will be coordinated during the study.

At 8:45 p.m., Chairman Lizotte concluded the discussion.

Public Hearing: Revised Subdivision Rules and Regulations

At 8:45 p.m., Chairman Lizotte opened the Public Hearing regarding revisions to the Planning Board Rules and Regulations Governing the Subdivision of Land, last revised January 26, 1999, and he read aloud the Public Hearing Notice. The Board was previously in receipt of copies of a draft Revision of the Planning Board Rules and Regulations Governing the Subdivision of Land dated May 21, 2014, which were Adopted September 10, 1973 and last revised January 26, 1999 and a listing of "Further Amendments to Subdivision Regulations – Proposed Language dated June 12, 2014."

In general, Board members were supportive of the changes, including the further amendments presented by Ms. Kablack this evening, and noted several areas of minor revision and correction.

Chairman Lizotte asked if there were any comments from the public, and none were offered.

On motion duly made and seconded, it was unanimously:

VOTED: To adopt the Planning Board Rules and Regulations Governing the Subdivision of Land, last revised January 26, 1999, as reviewed and amended tonight.

Planning Board Vacancies – Appoint Associate Member and Recommend Member for Joint Appointment with Board of Selectmen

Chairman Lizotte stated the Board was presented with so many qualified candidates, that he has struggled with his selection choices during the past two weeks.

Mr. Morely stated he has tried to evaluate the applicants based on whether their experience/background would benefit the Board or whether the Board would be better served by a generalist. Mr. Long and Mr. Abair stated they favor a candidate whose experience would enhance the Board.

Ms. Kablack stated the full member position is a joint appointment with the Board of Selectmen. She spoke with Selectmen Chairman Chuck Woodard, who suggested two or three candidates be presented for consideration at the joint meeting.

Mr. Abair suggested a roll call of the applicants be taken, asking whether each candidate would be one of the Board members' top three choices. The candidates receiving the most votes were Stephen Garvin (Lizotte, Morely, Long and Abair), Dylan Remley (Lizotte, Morely, and Long) and Jen Baker (Lizotte, Morely and Abair). The consensus of the Board was that these three candidates would be presented at a joint meeting with the Selectmen to be likely scheduled in July.

Ms. Kablack will send an email to all the candidates not selected encouraging them to pursue other Town committee/board openings.

Executive Session

At 9:29 p.m., Chairman Lizotte announced the close of the regular meeting and it was on roll call unanimously

VOTED: To go into Executive Session to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares, Chairman Craig Lizotte, aye, Christopher Morely, aye, Peter Abair, aye, and Martin Long, aye.

Chairman Lizotte announced regular session would not reconvene following Executive Session.

The meeting was adjourned by Chairman Lizotte at 9:30 p.m.