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By Karen Wilber, Town Clerk's Office at 11:29 am, Mar 30, 2022

# TOWN OF NORTHBOROUGH PLANNING BOARD

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**APPROVED 11/16/2021**

## Planning Board Zoom Meeting Minutes October 19, 2021

**Members (Remotely):** Kerri Martinek, Chair; Amy Poretsky, Vice Chair; Anthony Ziton; Mille Milton; Michelle Gillespie

**Members Absent:** None

**Others (Remotely):** Kathy Joubert (Town Planner)

The Chair opened the remote meeting at 6:04 p.m. and made the announcement that the open meeting of the Northborough Planning Board is being conducted remotely consistent with Governor Baker's Executive Order of June 16, 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency. All members of the Planning Board are allowed and encouraged to participate remotely. This Order allows the Planning Board to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along the deliberations of the meeting. The public is encouraged to follow along using the posted agenda unless the Chair notes otherwise. Members of the public who wish to view the live stream of this meeting can do so by going to Northborough remote meetings on YouTube via the link listed on the agenda. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment. The process was explained.

Member and Staff roll call was taken: Millie Milton, Michelle Gillespie, Anthony Ziton, Amy Poretsky, Kerri Martinek, Kathy Joubert (Town Planner)

### **Old/New Business:**

Ashley Davies re Open Space Committee (Community Preservation Committee Application) – Ashley Davies (Open Space Committee) was present to ask for a letter of support for their CPC application that the committee is hoping to submit to fund a feasibility study for a multi-use trail. The overall goal is to create a six-mile trail that comes from Westborough to Berlin and connects with the Mass Central Rail Trail. There was another one-mile section that goes from Westborough to Shrewsbury that allows people from Northborough Crossing to connect at some point in the future over Route 9 to access the commuter rail; it will also be included in the feasibility study.

Waterman Design Associates estimated \$85,000 for the total cost for this study; it does not include construction costs. Open Space Committee is asking for \$100,000 for the study. The Trails Committee is putting forth two CPC applications for trail work, one of which is the aqueduct bridge work which would be a portion of the six-mile multiuse trail; the other is the ADA loop trail at the Senior Center. These two applications are the top priorities of the Trails Committee.

Ms. Milton asked how long the feasibility study takes and was told 5-7 months to complete. A project like this is estimated to take about 5 to 10 years. Ms. Davies presented it to the Trails Committee and they were enthusiastic but want to see the feasibility study; they will be providing a letter of support.

Ms. Poretsky thought it was a great project and one that residents would support. Ms. Gillespie thought it was a good project, but not a good project to bring to town meeting this year and stated she would not be voting in favor of it. There are two major projects with the Senior Center and the aqueduct which will be expensive. She would rather see resources go to that and follow what the Trails Committee is doing which is putting their efforts into the Senior Center and the aqueduct. The Master Plan could possibly put this on their list and look at it in the next few years.

Ms. Davies said they felt that this was a good time to get the ball rolling; there is a lot of funding available beginning this year because of COVID and ARPA.

Ms. Milton made a motion to write a letter of recommendation to support the CPC application for Open Space; Mr. Zitton seconded; roll call vote: Zitton-aye; Poretsky-aye; Milton-aye; Gillespie-nay; Martinek-aye; motion approved.

**Annual Town Meeting Zoning Bylaws Discussion:** Damon Amato re 75 Ridge Road – Not ready for presentation tonight.

Consideration of Minutes (10.05.21) – Tabled to the next meeting.

ANR for 95-97 Lincoln Street – Ms. Gillespie recused herself from the ANR. Ms. Joubert explained that two lots are being proposed; they both have enough frontage and area. Ms. Milton made a motion to approve the ANR Plan for 95-97 Lincoln Street; Mr. Zitton seconded; roll call vote: Zitton-aye; Poretsky-aye; Milton-aye; Martinek-aye; motion approved (Gillespie was recused).

Ms. Gillespie rejoined the meeting.

Subcommittee Updates: Ms. Poretsky said Master Plan is meeting this week. CPC will be meeting on December 2<sup>nd</sup>. CMRPC is meeting November 10<sup>th</sup>. Ms. Joubert said the town has 18 Local Planning Assistance hours. She also said on October 28<sup>th</sup> they will be conducting the road safety audit on Bartlett Street from 9AM-Noon. The public can attend; the board was reminded not to violate the Open Meeting Law in that no more than two members could attend the event. Ms. Poretsky indicated she is interested in attending on October 28<sup>th</sup>.

Info for the Master Plan Implementation Committee – The recommendations involving the Planning Board in Chapter 9 (Implementation Chapter) of the Master Plan were discussed in detail. Those that are already completed or underway are as follows: LU1-6 done; LU3-4 done; NCH2-1 underway; NCH3-1 underway; OSR1-2 underway; PFS1-3 done; T1-2 underway; T1-3 underway.

Continued Discussion RE: Possible Zoning Amendments for 2022 Town Meeting –

- Ms. Milton reached out to Bob Frederico but hasn't heard back yet about sober houses.
- Ms. Poretsky looked at bylaws for enforcement in different towns. Some towns have a notice that says in part that if they fail to obey a lawful order of the building inspector, the building inspector may revoke any permit issued. She will forward the information to the board.
- Mr. Zitton will present information on signs at the next meeting.
- Ms. Martinek reviewed use variances granted by the ZBA; they were mostly dimensional.
- Ms. Joubert said the developer for Ridge Road submitted draft language which she will review with Mr. Frederico.
- No information on home occupation.

By February the bylaws need to be ready for the warrant. Ms. Martinek asked if the board would require information from any outside resources? Ms. Poretsky suggested CMRPC for warehouses; Ms. Gillespie suggested for sober houses. Ms. Joubert suggested they look at the map first. She will talk with Trish Settles to see if they are doing any information gathering for industrial development. Ms. Milton asked if CMRPC would have information on how to find or develop parking in a downtown area. Ms. Joubert said they could be helpful but thought it was premature; we need to figure out if we want to change any uses or density in the downtown area.

Upcoming Planning Board Meetings are November 16, 2021 and December 7, 2021; Ms. Joubert will be unable to attend the November 16<sup>th</sup> meeting. The next ZBA Meeting is October 26, 2021.

Ms. Poretsky made a motion to adjourn; Ms. Milton seconded; roll call vote: Ziton-aye; Poretsky-aye; Milton-aye; Gillespie-aye; Martinek-aye; motion approved.

The meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Melanie Rich