



TOWN OF NORTHBOROUGH PLANNING BOARD

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Approved 08.04.20

**Planning Board
Zoom Meeting Minutes
July 7, 2020**

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

Members Absent: Michelle Gillespie

Others (Remotely): Kathy Joubert, Town Planner; Robert Frederico, Building Inspector;

Chair Martinek called the Zoom meeting to order at 6:00 p.m. and made the announcement that pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 20A, S18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, that the meeting of the Northborough Planning Board is being conducted via remote participation to the greatest extent possible. Public comment will not be taken.

Member and Staff roll call was taken: Anthony Ziton, Mille Milton, Amy Poretsky, Kathy Joubert and Robert Frederico.

Election of Officers – Ms. Martinek first commented that Ms. Milton and Ms. Poretsky were reelected for an additional three-year term. Ms. Poretsky nominated Ms. Martinek to continue as Chair of the Planning Board; Ms. Milton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved.

Mr. Ziton nominated Ms. Poretsky to continue as Vice Chair of the Planning Board; Ms. Milton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved.

Committee Assignments and Updates – Open Space-Ziton; CPC-Milton; Groundwater-Poretsky; Design Review Committee-Gillespie; CMRPC-Martinek; Ms. Martinek also mentioned the Board has two appointments made every three years – one for Financial Planning-Tom Spataro and one for Earthworks-Fred Philcox. The Housing Partnership is not meeting at this time. Ms. Martinek reached out to Ms. Gillespie who could not attend tonight. Ms. Gillespie related that she would be interested in being on the CPC instead of Design Review. Ms. Milton would be amenable to switching but will attend some Design Review Committee meetings to see if she would have an interest. Ms. Poretsky made a motion to maintain the previous Committee Assignments for the time being; Ms. Milton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved. It will be revisited at a future meeting.

Ms. Martinek commented that there is a list of boards on the website and Design Review is not included; Ms. Joubert will follow up. Rotation and terms will be discussed when all members are present.

Zoning Amendments Town Meeting Discussion – Ms. Joubert provided the members with a handout to be used at town meeting as well as to leave out for the residents. It describes

pertinent points for the members to discuss. Additional language will be added for residents to have a better understanding of the intent behind the changes.

Upcoming ZBA Applications:

5 Bearfoot Road continued to July 28th ZBA meeting
329 West Main Street continued to July 28th ZBA meeting
329 West Main Street appeal application July 28th ZBA meeting

Old/New Business:

Consideration of June 9, 2020 and June 16, 2020 Minutes – Ms. Milton made a motion to accept the June 9, 2020 Meeting Minutes as amended; Mr. Ziton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved. The June 16th Meeting Minutes will be considered at the next meeting.

ANRs: Ms. Joubert said ANR plans are not required by law to provide an explanation; they are straight forward. By law, the Planning Board can only review for sufficient frontage and square footage.

30 Bearfoot Road – Ms. Milton made a motion to authorize the Chair to sign the plan; Mr. Ziton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved.

125 Rice Avenue – Ms. Poretsky made a motion to authorize the Chair to sign the plan; Mr. Ziton seconded; roll call vote: Ziton-aye; Milton-aye; Poretsky-aye; Martinek-aye; motion approved.

Lot Releases – None tonight.

Bonds – None tonight.

Goals for the upcoming year will be discussed when all members are present.

The duration of the meetings was briefly discussed. Ms. Martinek suggested possibly dedicating one meeting for applicants and one meeting for business. Ms. Joubert said if the Board were to do that, staff would need to rework filing and review schedules with staff and the applicants as the applicants are told that if they submit their application a month in advance of the meeting, they will be heard within 30 days.

Ms. Joubert said the RFQ for qualifications was issued last week for 425 Whitney Street. It was sent to some consultants and is posted on the web page. She believes two consultants will need to be chosen because of the specifics requested – one to conduct the site plan review and one to review the radiation and process questions.

Mr. Ziton made a motion to adjourn; Ms. Milton seconded; roll call vote: Milton aye; Ziton aye; Poretsky aye; Martinek aye; motion approved. The meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Melanie Rich

Board Secretary