

**MINUTES**  
**MARLBOROUGH PLANNING BOARD**  
**MARLBOROUGH, MA 01752**

1A

**Call to Order**

**August 21, 2023**

The Meeting of the Marlborough Planning Board was called to order at 7:00 pm in Memorial Hall, 3rd Floor City Hall, 140 Main Street, Marlborough, MA. Members present: Barbara Fenby, James Fortin, Patrick Hughes, George LaVenture, and Chris Russ. Meeting support provided by City Engineer, Thomas DiPersio. Members Absent: Sean Fay and Dillon LaForce.

**1. Draft Meeting Minutes**

**A. July 24, 2023**

On a motion by Dr. Fenby, seconded by Mr. LaVenture, the Board voted to accept and file the July 24, 2023, meeting minutes. Yea: Fenby, Fortin, LaVenture, and Russ. Nay: 0. Abstained: Hughes. Motion carried. 4-0.

**2. Chair's Business**

**A. Street Acceptance**

**i. Communication from the Mayor, re: Streets Acceptance information**

The Board waived the reading of the communication because it was read at the July 24, 2023, meeting.

**B. Council Order No. 23-1008941 - Proposed Zoning Amendment to Chapter 650, to add a new Section 39A to create the Sasseville Way Residential Overlay District (SWROD). – SET PUBLIC HEARING DATE**

The Board chose September 18, 2023, for the public hearing date.

**3. Approval Not Required**

**A. 49 Northboro Road, Marlborough MA 01752, Map 78, Parcel 22, & Map 78, Parcel 25**

Name of Applicant/Owner: Dennis Demers (49 Northboro Road, Marlborough, MA 01752)

Name of Surveyor: Robert J. Parente (328 Desimone Drive, Marlborough, MA 01752)

Deed Reference: Book: 12709 Page: 333

Book: 13501 Page: 274

**i. Flowchart**

**ii. Form A**

**iii. Correspondence from City Engineer, Thomas DiPersio – Engineering Review**

Mr. LaVenture read the August 16, 2023, correspondence into the record.

**iv. Plan of Land**

Dated: July 15, 2023, Revised August 1, 2023

Mr. Parente spoke on behalf of the ANR plan and explained the plan seeks to divide 49 Northboro Road, into two lots. Lot 1: new house lot with 122 feet of frontage on Ferrecchia Road and Lot 2: existing house with 150 feet of frontage on Ferrecchia Drive.

On a motion by Dr. Fenby, second by Mr. LaVenture, the Board voted to accept and file the August 16, 2023, correspondence from City Engineer, Thomas DiPersio and to endorse the above referenced Plan of land dated July 15, 2023, revised August 1, 2023, as Approval Not Required under the Subdivision Control Law. Yea: Fenby, Fortin, Hughes, LaVenture, and Russ. Nay: 0. Motion carried. 5-0.

**B. 237 & 249 Cedar Hill Street, Marlborough MA 01752, Map 115, Parcel 3A, Map 115, Parcel 3**

Name of Applicant/Owner: IPG Photonics Corporation (50 Old Webster Road, Oxford, MA 01540)

Name of Surveyor: Bruce Saluk & Associates, Inc.

(576 Boston Post Road East, Marlborough, MA 01752)

**MINUTES  
MARLBOROUGH PLANNING BOARD  
MARLBOROUGH, MA 01752**

Deed Reference:                      Book: 78296      Page: 257  
   Book: 78296      Page: 351  
   Plan: 1284 of 1983

- i. Flowchart
- ii. Form A
- iii. Correspondence from City Engineer, Thomas DiPersio – Engineering Review  
Mr. LaVenture read the August 16, 2023, correspondence into the record.
- iv. Plan of Land                      Dated: June 8, 2023, Revised July 31, 2023

The Administrator explained Mr. Saluk was unable to attend tonight's meetings.

On a motion by Dr. Fenby, second by Mr. LaVenture, the Board voted to accept and file the August 16, 2023, correspondence from City Engineer, Thomas DiPersio and to endorse the above referenced Plan of land dated June 8, 2023, revised July 31, 2023, as Approval Not Required under the Subdivision Control Law. Yea: Fenby, Fortin, Hughes, LaVenture, and Russ. Nay: 0. Motion carried. 5-0.

**4. Public Hearings (None)**

**5. Subdivision Progress Reports (None)**

**6. Preliminary/Open Space/Limited Development Subdivision (None)**

**7. Definitive Subdivision**

**A. Stow Road, Map and Parcels 8-164, 8-163, and 20-150A**

Name of Applicant:                      Kendall Homes, Inc. (P.O. Box 766, Southborough, MA 01772)  
Name of Owner:                              McCabe Family Irrevocable Trust & Judith McCabe  
    (6 Erie Drive, Hudson, MA 01749)  
Name of Surveyor:                          Connerstone Engineering, Inc. (10 Southwest Cutoff, Northborough, MA 01532)

**i. Definitive Subdivision Application – SET PUBLIC HEARING DATE**

- (1) Flowchart
- (2) Form C-1
- (3) Request for certified list of abutters
- (4) List of requested waivers
- (5) Definitive subdivision plan set                      Dated: August 3, 2023

The Board chose September 11, 2023, for the public hearing date.

**ii. Scenic Road Act Application – SET PUBLIC HEARING DATE**

- (1) Application
- (2) Request for certified list of abutters
- (3) Plan Set    Dated: August 3, 2023

The Board chose September 11, 2023, for the public hearing date.

**MINUTES**  
**MARLBOROUGH PLANNING BOARD**  
**MARLBOROUGH, MA 01752**

**8. Signs (None)**

**9. Correspondence (None)**

**10. Unfinished Business**

- A. Scenic Road tree hearing associated with the Open Space Development, Jewell Road  
689 Pleasant St, Map 28, Parcel 18B, Marlborough, MA 01752  
Owner of Land: Joyce Beauchemin Realty Trust, Timothy L. Beauchemin, Trustee  
(P.O. Box 1067, Townsend, MA 01469)  
Name of Engineer: Daniel Koravos, P.E., (59 Granite Lane, Chester, NH 03036)  
i. Exhibit

Mr. Koravos spoke on behalf of the scenic road act application and explained setting a fee associated with the replacement of the trees was the only things left to finalize. Mr. Koravos proposed a 2 to 1 replacement ratio. He explained there are 7 trees that need to be replaced and 1 of them is dead.

The Board discussed the previously discussed restitution amount of \$7,000.00. Mr. Koravos explained in his opinion this dollar amount was excessive. Mr. DiPersio explained at the July 24, 2023, meeting Chris White, Tree Warden provided a couple of recommendations for restitution. One was, total inches (diameter) of trees removed, replanted as 2" diameter trees. For this proposal, a total of 70 inches of tree removal would require 35 new trees. At a cost of \$200 per new tree, the restitution would be \$7,000.00. The Board discussed the developers request of a 2 to 1 replacement ratio resulting in 14 replacement trees.

On a motion by Dr. Fenby, seconded by Mr. LaVenture, the Board voted to consent to the removal of the below referenced trees within the City right-of-way located at 689 Pleasant Street, with the provision that the trees shall be replaced at a 2 to 1 ratio, resulting in a total of 14 replacement trees. The developer shall provide the new trees to the City for planting at other locations or shall provide payment for purchase of such trees by the City. The Board voted to allow the Department of Public Works to work directly with the developer on the details of the tree purchase or payment amount. Yea: Fenby, Fortin, LaVenture, and Russ. Nay: 0. Abstained: Hughes. Motion carried. 4-0.

Mr. Russ spoke with a resident who was attending the meeting and asked if they were there to discuss a specific topic. The resident explained they were trying to learn more about the process on how the Planning Board meetings worked to better prepare themselves for the Council Order No. 23-1008941 - Proposed Zoning Amendment to Chapter 650, to add a new Section 39A to create the Sasseville Way Residential Overlay District (SWROD).

**B. Working Group**

Mr. LaVenture updated the Board on the Working Group discussions and thanked Assistant City Solicitor, Jeremy McManus for assistance with reviewing the flowcharts.

**i. Draft revised flowcharts**

On a motion by Dr. Fenby, second by Mr. Hughes, the Board voted to approve and adopt the use of the flowcharts for future application submissions. Yea: Fenby, Fortin, Hughes, LaVenture, and Russ. Nay: 0. Motion carried. 5-0.

**MINUTES  
MARLBOROUGH PLANNING BOARD  
MARLBOROUGH, MA 01752**

ii. Cul-de-sac discussion

Mr. LaVenture presented Butler Circle photos, for an example of a less-impervious cul-de-sac and explained the further discussions on this topic would continue throughout the Board's September meetings.

The Board discussed the grass strips between the sidewalk and the roadway, and Mr. DiPersio explained there are a few streets within the City that have been reconstructed to be more narrow by pushing the curb and sidewalk out.

The Board discussed the feed back from the streets division regarding the difficulties snow plowing of a non-pervious cul-de-sac poses.

iii. Onboarding binder discussion

Mr. LaVenture updated the Board on the onboarding binder and explained at the last working group meeting Mr. Russ suggested removing the two letters from the previous City Solicitor because the language within these letters have been incorporated into the new Planning Board Rules and Regulations. He explained they are waiting for feedback from Mr. Fay and Assistant City Solicitor, Jeremy McManus.

On a motion by Dr. Fenby, second by Mr. Hughes, the Board voted to provide Patrick Hughes a copy of the onboarding binder, so he could familiarize himself with the Board's rules, regulations, procedures, and forms. Yea: Fenby, Fortin, Hughes, LaVenture, and Russ. Nay: 0. Motion carried. 5-0.

**11. Calendar Updates (None)**

**12. Public Notices of other Cities & Towns (None)**

The Board endorsed the two ANR plans for, 49 Northboro Road and 237 & 249 Cedar Hill Street.

On a motion by Mr. Hughes, seconded by Dr. Fenby, the Board voted to adjourn the meeting. Yea: Fay, Fenby, Fortin, Fowler, LaForce, LaVenture, and Russ. Nay: 0. Motion carried. 7-0.

Respectfully submitted,



George LaVenture/Clerk

/kmm