

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

Call to Order

January 11, 2016

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included: Barbara Fenby, Colleen Hughes, Sean Fay, Brian DuPont, Philip Hodge & Edward Coveney.

Shawn McCarthy was absent

Also in attendance were Board Secretary Melissa Peltier & Assistant City Engineer Timothy Collins.

Officer Selection:

Mr. DuPont acting as Chairperson Pro Tem opened the nominations for Clerk.

Mr. Fay nominated Ms. Hughes as Clerk, seconded by Mr. Hodge. Nominations were closed and Ms. Hughes was elected by unanimous vote.

Chairperson Pro Tem opened the nominations for Chairperson.

Ms. Hughes nominated Dr. Barbara Fenby as Chairperson, seconded by Mr. Fay. Nominations were closed and Dr. Fenby was elected by unanimous vote.

1. Meeting Minutes:

A. Regular Meeting December 21, 2015

On a motion made by Mr. Fay, seconded by Mr. DuPont it was voted to accept and place on file the minutes of the December 21, 2015 Regular Meeting as amended. Motion carried with Ms. Hughes abstaining.

2. Chair's Business:

A. Information regarding Sign Codes and Supreme Court Ruling

On a motion made by Mr. Fay seconded by Ms. Hughes it was voted to accept the correspondence and place it on file. Motion carried.

On a motion made by Mr. Hodge seconded by Mr. Coveney it was voted to propose to the City Council to set up a small joint committee to start working through the sign ordinance, to address the sign variance process and procedure for off premise temporary signs.

B. Proposed meeting schedule January 2016 only

The City Council has set the meetings for January to be the 11th and 25th. The Planning Board agrees to the dates. The Planning Board will vote on the full year's meeting calendar once it is approved by the City Council. The next meeting of the Planning Board will be January 25, 2016.

Chairperson Fenby noted the she will be meeting with Mr. Cummings of the MEDC on Wednesday. She will inform the Board what the meeting was about at the next meeting.

3. Approval Not Required:

A. Atlantic-Marlboro Realty, LLC 200 Forest Street (February 1, 2016)

Mr. Will Parks, Civil Engineer for SMMA presented the plan to the Board.

This plan will shift property lines within the overlay district to enlarge the proposed retail parcel, as well as shift the internal line for 2 results way.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to refer the plan to Engineering for review. Motion carried.

4. Public Hearings: 7:15pm None

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report

Assistant City Engineer Timothy Collins updated the Board by handing out an updated Subdivision status sheet. Assistant City Engineer Collins also informed the Board the the Street acceptances for both Long Drive and Bouffard Dr “died” in committee at the end of the last legislative session by not being carried forward to the current session.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to resubmit to the Council the original letters requesting approval as well as keep this item on all future agendas until this issue is rectified. Motion carried.

Assistant City Engineer Collins continued his report with the information that the following “Open Space” Subdivisions owe taxes on their Open Space parcels:

Water’s Edge

Erin’s Run

Orchard Estates III

Forest Trail

Walker Brook Estates is being fined by the Conservation Officer for discharge of Dirty Water into the brook.

Westridge Estates “in front of Cider Mill Estates” has starting clearing lots for possible construction.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business:

A. Blackhorse Farms Update

Assistant City Engineer Collins noted that the developer is stock piling materials on the cul de sac lots from the 2 lots under construction. This stockpiling is resulting in a dirty/muddy roadway. The developer is being made of aware of the issue via letter and is being required to clean up the road.

B. Mauro Farms Update

Assistance City Engineer Collins noted that the developer has sent communication to the City noting that they are unable to acquire the required easements for each individual homeowner as originally thought. The developer will commence with “Option 2” as it was outlined to the City in the Spring.

10. Informal Discussions: None

11. Correspondence: None

12. Public Notices of other Cities and Towns:

A. Town of Framingham, Planning Board, Notices (3)

B. Town of Hudson, Zoning Board of Appeals, Notices (2)

C. Town of Southborough, Planning Board, Notice (1)

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept notices A-C and place them on file. Motion carried.

Adjournment: On a motion made by Mr. DuPont, seconded by Mr. Coveney it was voted to adjourn at 7:31pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

/mai