

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

2017 FEB 28 A 9:54

Call to Order

January 23, 2017

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, Shawn McCarthy, & Philip Hodge. Also in attendance were Board Secretary Melissa Peltier & City Engineer Thomas DiPersio

Sean Fay and Brian DuPont were absent.

1. Meeting Minutes:

A. December 19, 2016

On a motion made by Ms. Hughes, seconded by Mr. McCarthy it was voted to approve the minutes of the December 19, 2016 meeting as presented. Motion carried with Mr. Hodge abstaining.

B. January 9, 2017

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to approve the minutes of the January 9, 2017 meeting as presented. Motion carried.

2. Chair's Business:

A. Update regarding Planning Board Page – Calendar

This item was carried over to the next regularly scheduled agenda. (February 6, 2016)

B. Planning Board 2017 Meeting Dates (Proposed)

On a motion made by Mr. McCarthy, seconded by Mr. Hodge it was voted to accept the proposed meeting dates and post them on the City meeting calendar. Motion carried.

C. Proposed Zone Change "Temporary Cessation of the Acceptance of Applications for Special Permits for Housing Projects" From City Council

Ms. Hughes read the notification from the City Council regarding the "Proposed Zone Change" into the record.

City Council President Edward Clancy was in attendance to discuss the proposed change with the Board.

This proposed "Cessation" came to the City Council from the Mayor. There are multiple potential projects being "thrown about" by potential developers. The proposed cessation is being considered in order to assess the potential impacts on the City not only in the terms of infrastructure but also in the ability to properly handle the increases to the Police & Fire Departments as well as the potential impacts on the school system.

The City Council is looking to set guidelines for developers.

The City Council has set their Public Hearing for February 6, 2017. The Planning Board is unable to meet the advertisement publication deadlines to hold their Public Hearing on the same

evening. The Planning Board will hold their Public Hearing on February 27, 2017 at 7:15pm.

D. Board Member Term Expirations Discussion

On a motion made by Mr. Hodge, seconded by Ms. Hughes to send a formal correspondence to the Mayor's office indicating the desires of the following members to be re-appointed to the Planning Board: Barbara Fenby, Colleen Hughes, Sean Fay & Philip Hodge. Sean McCarthy has indicated his wish to not seek reappointment this will leave a second vacancy on the Board effective February 2, 2017. Motion carried.

The effectiveness of the Planning Board could be greatly impacted if the two (2) Board positions are left vacant. The Planning Board is a Board of seven members, with a required quorum of four (4) members to hold a legal meeting the drop down to only five (5) sitting members becomes a significant issue. With the potential for meeting to be cancelled abruptly due to the inability to seat a quorum.

It is with this issue in mind that the four (4) members listed above request your timely attention to this matter as well as the matter of the appointment of two (2) additional members to the Board bringing the Board back to its full seven members.

3. Approval Not Required:

A. Hager St/Parmenter Rd (2 lots in Framingham, 1 in Marlborough) 2-13-17

Ms. Hughes read the request into the record.

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

Mr. Peter Bemis was in attendance to present the requested plan to the Board.

The plan in question would create three (3) lots two (2) of the building lots will be in Framingham leaving one development lot in Marlborough. It is the intent of the developer to develop the lot into an Open Space Subdivision in the very near future.

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

The determination would need to be received by the Board for the February 6, 2017 meeting.

This plan has already been presented to and approved by the Town of Framingham Planning Board.

4. Public Hearings (7:15): None

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report

City Engineer DiPersio reported out to the Board: The Cider Mill and Walker Brook subdivisions both expire in May, (Commonwealth Heights as well) The developer from Walker Brook has requested that the City plow Bemis and Allis Road.

The Mauro Farms subdivision is progressing through the one (1) year maintenance period, a request has been made to the developer to supply the deeds required for final acceptance of the subdivision. A second request will be forwarded to the developer.

City Engineer DiPersio continued on that the Formal acceptance of Bouffard Dr has been submitted to the City Council for approval, however there has been an issue discovered with the submitted documents. There will be discussion with the filing Attorney once the approval is referred from the City Council.

B. Correspondence from Code Enforcement Officer Re: Walker Brook Estates

Ms. Hughes read the correspondence into the record.

On a motion made by Ms. Hughes, seconded by Mr. Hodge the correspondence was accepted and placed on file. Motion carried.

D. Marlborough Hub Continued Discussion (if necessary)(April 1, 2017)

Ms. Peltier read the communication from Attorney Bergeron into the record indicating that the developer is still working on meeting the Boards requirements.

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to send correspondence to Attorney Bergeron requesting he appear on behalf of his client at the next regularly scheduled meeting (February 6, 2017). Motion carried.

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

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business: None

10. Informal Discussion: None

11. Correspondence:

A. National Grid natural gas pipeline safety information

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept and place on file item 11A. Motion carried.

12. Public Notices of other Cities and Towns:

A. Town of Framingham Zoning Board of Appeals, 1 Notice

B. City of Marlborough City Council notice of Public Hearing

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept and place on file items 12A-B. Motion carried.

Adjournment: On a motion made by Mr. McCarthy, seconded by Mr. Hodge it was voted to adjourn at 7:44pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

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