Call to Order
Preston Crow, Chair called the meeting to order at 7:20 pm. Joe Rubertone, Member; Tricia Kendall, Member; Dale Buchanan, Member; Phillip Williams, Member were present. Peter Matchak, Town Planner was also present.

Mr. Crow announced that the meeting is being recorded and broadcast by WACA TV. Mr. Crow reviewed the meeting agenda.

Definitive Subdivision Whittemore Estates (Approved March 24, 2016)
Mr. Crow explained that the subdivision was approved on March 24, 2016 and the approval is still valid, as the decision did not state that it would expire in two years if no action was taken.

George Connors, attorney representing the applicant Chelcie Development LLC, provided a presentation of the past and current proposal. Mr. Connors explained that the prior proposal entailed six frontage lots constructed along Whittemore and reviewed. He reviewed the definitive subdivision plan that proposed seven lots in that area, the utilities plan and that the project was delayed due to securing an easement in order to loop in additional water and sewer lines.

Mr. Crow asked, and Mr. Connor responded that the wetland delineations are valid for three years and last month it was extended an additional three years by the Conservation Commission (ConCom).

Mr. Crow asked, and Mr. Connors confirmed that the open space easement approved for the proposed Upper Charles Trail is still active and will be transferred at the appropriate time.

Peter Matchak explained that he included additional information in Section 344-8g that indicates the timeframe the applicant should request endorsement. He said in 2016 the applicant failed to request endorsement within sixty-days of the end of the twenty-day appeal period, therefore the board has the ability to ask the applicant to resubmit if it feels it is in the town's best interest, or if the board is in favor of the plan they may waive this element.

Mr. Crow confirmed that the tree inventory and the traffic impact study were previously waived.

Ms. Kendall asked the board to reassess issues raised by the abutters in 2016, such as preservation and conservation concerns, given they are current prominent topic.

The board agreed to review the components that may need reassessment to ensure the current plan address them, such as drainage, stormwater management, clearcutting and private wells.

Mr. Connors reviewed several proposed actions that address these issues.

Ms. Kendall asked about the rate of development and its applicability, and Mr. Connors responded that there will be seven to eight months of technical road work before permits are pulled, putting the project outside of the sunset clause date.

Ms. Kendall recommended delaying a board decision to allow town departments time to review and comment.

The board asked the applicant to provide a summarize proposed drainage plan and Mr. Matchak to provide comments from ConCom and other depts.
Given Mr. Connor had not received the letter from the abutters, Mr. Rubertone outlined the three points raised; installation of three-way stop signs at the intersection of the new road, confirmation of a 30 ft. no touch zone for open space, and a drainage plan.

Mr. Crow asked for comments from the public.

Mark Dassoni asked several questions concerning next steps required for the board and abutters to vet the proposal.

Mr. Matchak indicated that this public discussion will be continued and added to the June 27, 2019 meeting agenda.

**Planning Board Reorganization**

Mr. Buchanan made a motion to nominate Preston Crow as Chair. The motion was seconded by Mr. Rubertone with a vote of 5-0-0.

Mr. Buchanan made a motion to nominate Joe Rubertone as Vice Chair. The motion was seconded by Mr. Crow with a vote of 5-0-0.

Ms. Kendall made a motion to nominate Dale Buchanan as Clerk. The motion was seconded by Mr. Rubertone with a vote of 5-0-0.

Mr. Matchak will investigate the appointment process for the Associate Member position.

**Work Agenda and Zoning Issues**

The board agreed to move forward with the Use table modification to allow mini storage in Industrial Districts, only. Mr. Matchak will document the change and consult the Building Inspector to ensure alignment with the bylaws in preparation for Fall Town Meeting. The board stated that the small house zoning change and the Rte. 126 development plan discussed at the last meeting will be held for the Spring Town Meeting.

**Report from Board Members and Town Planner**

**Preston Crow**

Mr. Crow said that a design plan was emailed to him for the Fusion property that included retail and commercial space. He said he would be amenable to the board having a pre-engineering meeting with the developer to vet their initial proposed plan.

Mr. Crow reported that he met with a developer interested in feedback on a plan to build a mixed-use development at the front section of the Village of the Americas. Mr. Crow mentioned that Fafard is willing to sell to an interested developer. Mr. Matchak said the developer filed the plan, and a Planning Board public hearing will be held at the second meeting in July.

Mr. Crow said the Mass Board of Building Regulation and Standards (MBBRS) is reviewing Mass building codes and the Sustainability Committee is requesting that the MBBRS update the Energy Stretch Codes to a Net Zero Stretch code.

**Joe Rubertone**

Mr. Rubertone asked for an update on the Rail Transit District development. Mr. Crow said the latest plan includes two large apartment buildings and townhouses. Mr. Rubertone cited the Rate of Development bylaw and broached the impact the bylaw may have on the project and concerns expressed by abutters.

**Administrative Matters: future meetings, public hearings**

Mr. Matchak reported that thirty candidates have applied for Assistant Planner position, interview are in progress and he anticipates hiring within the next two weeks.

**Review and Approve Minutes**
Mr. Buchanan made a motion to approve the minutes of May 23, 2019 as amended. The motion was seconded by Mr. Rubertone with a vote of 5-0-0.

Adjournment

Mr. Buchanan made a motion to adjourn the meeting 9:07 pm. The motion was seconded by Ms. Kendall with a vote of 5-0-0.