



## TOWN OF BOXBOROUGH

### Planning Board

29 Middle Road, Boxborough, Massachusetts 01719

Phone (978) 264-1723 • Fax (978) 264-3127

www.boxborough-ma.gov

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*Mark Barbadoro, Chair • Cindy Markowitz, Clerk • Mark White • Rebecca Verner • Kathleen Vorce*

APPROVED ON May 1, 2023

### Meeting Minutes

**April 13, 2023**

**7:00 PM**

### Remote Meeting

**Members Present:** Mark Barbadoro (Chair), Cindy Markowitz (Clerk), Mark White, Kathleen Vorce, and Janet Keating-Connolly (associate member).

**Staff Present:** Alec Wade, Town Planner

Chair Barbadoro called the meeting to order at 7:00 PM with a roll call attendance.

#### **Public Comment**

Ms. Vorce requested that the Board discuss information from a recent Board of Health meeting regarding the Planning Board's proposed ADU bylaw specifically cite the Board of Heath's Accessory Apartment regulation.

#### **General Business –**

**Vote to Sign Decisions** – To see if the board will sign the decisions of denial for 244 Adams Place, Site Plan Review and Special Permit.

Ms. Vorce asked that the Board review the Special Permit for the common driveway first. The Board reviewed its comments on the Special Permit decision.

Ms. Vorce moved to change the language within the decision to read, instead of “fails to fulfill the criteria,” “fails to comply with the criteria.” Mr. White seconded.

Roll call: Barbadoro – aye; Keating-Connolly – aye; White – aye; Vorce – aye; and Markowitz – aye. Motion passed 5-0-0.

The Board reviewed the Site Plan decision.

Ms. Vorce moved to approve the common driveway decision of denial, as amended, and authorize the Chair to sign on behalf of the Board. Mr. White seconded.

Roll call: Barbadoro – aye; Keating-Connolly – aye; White – aye; Vorce – aye; and Markowitz – aye. Motion passed 5-0-0.

Ms. Vorce moved to approve the Site Plan decision of denial, as amended, and authorize the Chair to sign on behalf of the Board. Ms. Markowitz seconded.

Roll call: Barbadoro – aye; Keating-Connolly – aye; White – aye; Vorce – aye; and Markowitz – aye. Motion passed 5-0-0.

### **Approval of Minutes**

The Board agreed to table review of the minutes to a future meeting.

**Planning Board Training** – *This item was not addressed at this time*

**Committee Reports:** – *This item was not addressed at this time*

- Community Preservation Committee (Vorce)
- Design Review Board (Verner)
- Economic Development Committee (White)
- MAGIC Representative (Markowitz)
- Water Resources Committee (Keating-Connolly)
- LELWD Small Cell Committee (Markowitz)
- Building Committee – TBD
- Boxborough Leadership Forum (Barbadoro)

**Recently Received Correspondence** – *This item was not addressed at this time*

### **New Business (if any)**

Mr. Wade stated that the Green Communities meeting was a success. Information for this will be placed on the Town website. He noted that the Open Space and Recreation Plan meeting was successful. He stated that he may seek a translator for future meetings in order to demonstrate adequate access for all.

Ms. Markowitz requested that a MEPA comment letter for the filing for the Mass Avenue Campus project be placed on the Board's next agenda.

Mr. White also requested that State amendments to the zoning bylaw be addressed at a future meeting.

**ADMINISTRATIVE BUSINESS** – *This item was not addressed at this time*

- Town Center/Enclave Project Updates
- Grant Opportunities
- Master Plan Action Items
- Website update
- Legislative Update

### **ADJOURN**

Ms. Vorce moved to adjourn at 9:33pm Mr. White seconded.

Roll call: Barbadoro – aye; Keating-Connolly – aye; White – aye; Vorce – aye; and Markowitz – aye. Motion passed 5-0-0.

**Meeting Documents:**

Planning Board Agenda April 13, 2023

244 Adams Place decisions

Planning Board draft minutes 4/3/23

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83158900804?pwd=Y3BXQzVWM0FY1dPNHFIUWoyKzEwZz09>

Meeting ID: 831 5890 0804

Passcode: 584732

