



# Town of Boylston Planning Board [planning@boylston-ma.gov](mailto:planning@boylston-ma.gov)

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## MEETING MINUTES Monday, August 7, 2023

**CHAIR:** Mark Johnson  
**MEMBERS PRESENT:** Kim Ames, Peter Caruso, Corinna Javier, Homaira Naseem  
**MEMBERS ABSENT:** Richard Baker, Associate Member  
**OTHER ATTENDEES:** Paul Dell'Aquila, Town Planner  
**RECORDER:** Nina Gardner

Mr. Johnson called the meeting to order at 6:30 p.m. He welcomed Mr. Dell'Aquila back.

**Barnard Hill Subdivision – Construction Update** - Mr. Chehade was present to give the Board an update on the Barnard Hill project. He stated all lots have been sold and other Developers are building on lots.

The metal grates at the top of Perry and Cross have been installed. Mr. Chehade sought permission from Graves Engineering to do a finish coat. Mr. Chehade said he discussed Jacobson Drive with Mr. Dell'Aquila relative to opening the road into Shrewsbury. Mr. Dell'Aquila did not see any erosion debris on Perry Road during a drive-by inspection after recent storms and the Highway Department has looked at it as well. Mr. Chehade is planning to seek approval at Town Meeting in the Spring for Perry Road to become a Town road. He has done tree plantings on Perry Road. Mr. Dell'Aquila asked Mr. Chehade to follow up on the sidewalks and berm. He will attend the next meeting.

**22 Diamond Hill Avenue (proposed 3-lot subdivision)** – Patrick Healy of Thompson Liston was present on behalf of his client. He reviewed the comments from Graves Engineering dated July 14, 2023. He reviewed his responses dated July 31, 2023 with the Board. He has not received a response from Graves Engineering to his latest responses. He feels that all issues have been addressed. The road is going to be private so they won't require easements. There are permanent markers and iron rods, but not on the lot corners. The infiltration systems are shown on the plan.

The Board discussed whether or not to close the hearing. Mr. Dell'Aquila feels they should wait for Graves Engineering to respond again. Mr. Healy requested they close the hearing. Otherwise, new issues may be brought up. Ms. Naseem motioned to close the public hearing and Ms. Javier seconded; all voted in favor.

Ms. Naseem motioned to approve the proposed Subdivision for 22 Diamond Hill Avenue pending a final report from Graves Engineering's that there are no outstanding issues. Mr. Caruso seconded; all voted in favor by roll call vote:

Ms. Naseem - yes

Ms. Javier - yes

Mr. Caruso - yes  
Mr. Johnson - yes  
Ms. Ames – yes

Mr. Dell'Aquila will have the Decision for review at the next meeting.

**100 Shrewsbury Street – Public Hearing Continued/Special Permit & Site Plan-**

Patrick Healy of Thompson Liston was present on behalf of the applicant, Steve Venincasa (owner of Brookside Apartments), who was also present. Mr. Healy reviewed the plan for the commercial space at 100 Shrewsbury Street. It is a 2400 square foot space. It will be used for a leasing office, gym serving the adjacent residential development, and a portion will have space for another commercial tenant. There is no specific tenant at this time, but there will not be any food served. The parking will be shared with the adjacent apartment building. There will be one handicapped parking space. Mr. Healy reviewed Graves Peer review #3 with the Board.

The Board briefly discussed parking, traffic, and sidewalks on Sewall Street. Mr. Dell'Aquila stated that the Town has received a grant for road improvements at the Sewall/Shrewsbury Street intersection and also, Mr. Venincasa has contributed funds towards the road improvements at the intersection.

Drive thrus were mentioned as an accessory to commercial buildings. The Bylaws do not have a section regarding drive thrus at this time.

Ms. Javier questioned the location of the trash dumpster. The Commercial space will use the one used for the apartment. There will be no food establishment so there is no need for a separate dumpster, per the applicant.

Ms. Javier motioned to close the public hearing and Ms. Naseem seconded; all voted in favor. Ms. Javier motioned to approve the Special Permit/Site Plan for the Commercial Building located at 100 Shrewsbury Street with the condition that the building will not be used for a future food establishment. Ms. Naseem seconded; all voted in favor by roll call vote:

Ms. Naseem - yes  
Ms. Javier - yes  
Mr. Caruso - yes  
Mr. Johnson - yes  
Ms. Ames – yes

Mr. Dell'Aquila informed the Board he will have a Decision ready for review at the next meeting.

**270 Shrewsbury Street – Special Permit for modification to sign** – Mr. Johnson read the public hearing notice.

The applicant's contractor, New Hampshire sign was present and requested a continuance because the application was submitted incorrectly. Ms. Naseem motioned to continue the public hearing

on 270 Shrewsbury Street until Monday, September 11, 2023 at 6:30 p.m. Ms. Javier seconded; all voted in favor.

**Project Update: 313 Main Street (Pond View)** – Mr. Dell'Aquila informed the Board that the owner, Mike May has been moving earth on this property without a permit. Mr. May will be applying to the Earth Removal Board for a proper permit and will also be speaking to the Conservation Commission about erosion control issues..

**Affordable Housing Representative** – At the last meeting, the Board could not nominate a member to represent the Planning Board. After additional discussion, Mr. Caruso agreed to attend the meetings and Ms. Ames would be his alternate. The Committee has not met yet and they do not know how often they will meet. They would receive funds through the Community Preservation Act. Payment in Lieu of was discussed briefly and Mr. Johnson stated he was not in favor of that. Mr. Dell'Aquila stated the Affordable Housing bylaw needs to be updated. Ms. Javier motioned to appoint Mr. Caruso as the representative to the Affordable Housing Committee and Ms. Ames as the alternate. Ms. Naseem seconded; all voted in favor.

### **Department Updates**

Mr. Dell'Aquila presented a draft of a calendar for submittal deadlines for applications. The Board were all in agreement with the draft.

The Board signed the Decision for the Special Permit for the change of use at 750 Main.

### **Minutes**

Mr. Caruso motioned to approve the meeting minutes of July 10, 2023. Ms. Naseem seconded; all voted in favor.

### **Public Comments**

Mark Antilla, 46B Compass Circle, requested a list of items that Compass Pointe needs to get the road accepted. Mr. Dell'Aquila will follow up with Conservation and also look at the Maintenance Trust.

Mr. Caruso motioned to adjourn at 7:55 p.m. and Ms. Naseem seconded; all voted in favor.

### **Meeting Materials:**

22 Diamond Hill Ave Graves Engineering report dated 7/14/23 (on file in PB Office)  
100 Shrewsbury Street commercial plan (on file in PB Office)  
270 Shrewsbury Street sign application (on file in PB Office)  
750 Main Decision (on file in PB Office)