

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Wednesday, April 8, 2015  
Approved on May 6, 2015**

**Board Members Present:** Wayne Brown, William Cleary, Eric Jacobsen, Tony Kitsos (Chair), Casey Mathieu and.

**Board Members Absent:** Jason Hoover and Matt Wamsganz.

**Also Present:** Melissa Manka (Planning Coordinator), David Adams, Richard Adams, Kimberly Adams, David Burke and Kim Boomhower.

The meeting began at approximately 7:15p.m.

**Final Plat for a 2-Lot Re-Subdivision/Boundary Line Adjustment – Richard & Kimberly Adams property, David & Judith Adams property & Adams Family Trust property**

David Burke, project engineer, was present.

David began by stating he and his clients have conformed to all requests made by the Town. David reviewed the staff report with the DRB and no issues were found.

The hearing was opened to the public and no comment were heard.

Eric MOVED to close the final plat public hearing.

Casey SECONDED the motion.

The motion PASSED: 5 – 0.

**Reorganization Meeting**

Wayne MOVED to appoint Tony Kitsos as Chair, Matt Wamsganz as Vice Chair and Bill Cleary as Clerk.

Eric SECONDED the motion.

The motion PASSED: 5 – 0.

**Other Business, Citizens to be Heard & Announcements**

Kim Boomhower was present to discuss his recent application for DRB appointment submission. The DRB briefly explained the duties and responsibilities of the DRB and Kim provided the DRB with some background about himself. The DRB said they would contact Kim with more information in early May, because they would like to ensure the vacancy is warning for a sufficient length of time.

**Minutes of the January 28, 2015 Meeting**

Tony MOVED to approve the minutes.

Casey SECONDED the motion.

The motion PASSED: 5 – 0.

The meeting adjourned at approximately 8:30pm.

Submitted by,  
Melissa Manka, Planning Coordinator