

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for August 31, 2015 Meeting
Approved on October 21, 2015

Commission/Board Members Present: Jeremy Berger, Seth Jensen and Mark Letorney.

Absent: Wendy Doane and Gordon Gebauer.

Also present: Melissa Manka (Planning Coordinator), Pat Haller and David Gauthier.

The meeting began at 6:34 p.m.

Westford Land Use & Development Regulation Public Hearing Follow Up- Revisions, Submission, Etc.

The Commission reviewed the remaining comments Alex Weinhagen submitted to the Commission and made revisions where appropriate.

See Mr. Weinhagen's submission and the Planning Commission's response for more information. The Commission will attempt to complete changes on September 16th, hold a final review on October 7th and submit the document to the Selectboard thereafter.

Neighborhood Designation Area Criteria

The Planning Commission will compile alternative "complete streets" criteria for rural villages at their September 16th meeting and provide said suggestions to John Adams following the meeting.

Town Center Area Community Wastewater Update

Pat Haller and David Gauthier were present.

Pat expressed concern that the Commission hadn't began public outreach on the Jackson Farm wastewater proposal.

The Commission discussed the matter and decided to begin public outreach with weekly Front Porch Forum postings until the wastewater study becomes available, at which time they will become more aggressive with outreach.

Melissa said she would create a webpage for the Town website.

The Commission agreed to cover the following topics in their postings: the history of wastewater in the Town Center, the new regulations, site constraints, previous investigations, possible solutions, the benefits of wastewater capacity, public and private partnerships, increased community tax base, etc..

The Commission will discuss the matter further at their next meeting.

Melissa said she would attempt to draft a Municipal Planning Grant application requesting funds to conduct phase two of the Jackson and/or White Church projects prior to the next meeting.

Planning Commission Work Plan

The Commission reviewed and revised their proposed work plan.

Town Common Boundary Update

Melissa said she waiting for the survey.

Citizens to be Heard, Announcements & Other Business

There were no citizens to be heard and/or other business to be discussed.

Minutes of the August 19, 2015 Meeting

Seth MOVED to approve the minutes.

Mark SECONDED the motion.

The motion PASSED: 3 – 0.

The meeting adjourned at approximately 9:58 pm.

Submitted by,

Melissa Manka, Westford Planning Coordinator