

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, October 14, 2015
Approved on December 9, 2015

Board Members Present: Wayne Brown, William Cleary, Sara DeVico, Jason Hoover, Eric Jacobsen, Tony Kitsos (Chair) and Matt Wamsganz.

Board Members Absent:

Also Present: Melissa Manka (Planning Coordinator).

FY 17 Town Report & Budget

The DRB reviewed the draft budget proposal.
Matt MOVED to approve the budget proposal.
Sara SECONDED the motion.
The motion PASSD: 7 – 0.

Other Business, Citizens to be Heard & Announcements

Melissa gave a summary of the Jackson Farm and Forest Project, past wastewater studies conducted in the Town Cenetr Area, the results of the recent Jackson property wastewater study and the benefits of Neighborhood Development Area designation.

Minutes of the September 9, 2015 Meetings

Jason MOVED to approve the minutes as amended.
Matt SECONDED the motion.
The motion PASSD: 6 – 0.
Tony abstained.

Executive Session – Legal Opinion

Tony MOVED to enter executive session at 8:10 pm
Matt SECONDED the motion.
The motion PASSD: 7 – 0.

Tony MOVED to exit executive session at 8:40 pm
Matt SECONDED the motion.
The motion PASSD: 7 – 0.

The DRB decided to continue to require State permits prior to recording a mylar and noted the proposed regulations will allow for a 90 day recording extension and applicants can request reapproval if the deadline to record expires. The DRB would request that the SB waive non-legal notice fees if the latter option was pursued and there were no changes to the application.

The meeting adjourned at approximately 9:04 p.m.

Submitted by,
Melissa Manka, Planning Coordinator