

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Monday, September 23, 2019  
Approved on January 27, 2020**

**Board Members Present:** Dennis Angiono, David Baczewski, Wayne Brown, Andrew Collier, Jesse Labrecque and Matt Wamsganz.

**Board Members Absent:** William Cleary.

**Also Present:** John Roberts.

The meeting began at 7:15 p.m.

**Amendments to Agenda**

No amendments offered.

**Site Plan Review for a parcel (14 acres) located on Cambridge Road & Old #11 Road Owner:  
Town of Westford**

John Roberts, Road Foreman, was present.

J. Roberts described the project stating much of the work is related to stormwater and wetland mitigation as well as the need for additional interior storage. J. Roberts noted that the proposed addition would be 18 ft by 60 ft as opposed to 16 ft by 60 ft.

The DRB went through the staff report. The DRB agreed the exemptions identified in the staff report were necessary in order to provide municipal fire and highway services to the town. Furthermore, they agreed the existing area of WRO impact was grandfathered.

M. Manka explained that the current proposal restores the State wetland buffer.

The DRB agreed the amount of landscaping proposed provided sufficient screening and discussed timing. They asked that landscaping be installed prior to the expiration of the site plan permit.

J. Roberts said they plan to leave the fueling station streetlight on throughout the evening and add motion sensors to the lighting to be located on the principal structure.

The DRB reviewed the performance standards. They agreed sound exceeding the performance standards was inevitable when providing municipal fire and highway services.

J. Roberts stated the use will conform to the vibration standards.

M. Manka noted the proposed landscaping should help capture airborne particulates.

J. Roberts listed the hazardous materials stored on site as propane, diesel fuel, motor oil, salt, hydraulic oil and paint. He added that all hazardous materials, with the exception of the fuel tanks, are located inside.

J. Labrecque asked if the highway dept had considered installing an above ground fuel tank.

J. Robert stated the tank is 6,000 gal and they receive 5,000 gal per shipment. Therefore, the tank is too large to store above ground.

M. Wamsganz added above ground tanks require containment areas large enough to hold the entirety quantity of the tank.

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

D. Baczewski MOVED to close the site plan public hearing.

D. Angiono SECONDED the motion.

The motion PASSED: 6 – 0.

### **Draft FY 21 DRB Budget**

The DRB reviewed and revised the draft budget. They recommended the Selectboard investigate purchasing an automated transcription program.

A. Collier MOVED to recommend approval of the proposed FY21 DRB Budget as amended.

W. Brown SECONDED the motion.

The motion PASSED: 6 – 0.

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

The DRB briefly discussed the VCRD Community dinner and forums.

### Regulatory Amendments

The DRB will discuss regulatory amendments at their next meeting.

### **Minutes of July 8, 2019 Meeting**

D. Baczewski MOVED to approve the minutes.

W. Brown SECONDED the motion.

The motion PASSED: 4 – 0.

A. Collier and J. Labrecque abstained.

### **Minutes of August 15, 2019 Meeting**

D. Angiono MOVED to approve the minutes.

W. Brown SECONDED the motion.

The motion PASSED: 4 – 0.

A. Collier and J. Labrecque abstained.

### **Minutes of August 26, 2019 Meeting**

The DRB will review these minutes at their next meeting.

### **Closed Deliberation: Preliminary Plat Decision for 5 Lot, 4 Unit Planned Unit Development & Subdivision – Owner: Upper 23 LLC (21.85 acres)**

The DRB will review the draft decision at a later date.

The meeting adjourned at approximately 8:23 p.m.

Submitted by,  
Melissa Manka, Planning Coordinator