

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Monday, June 22, 2020  
Approved on October 12, 2020**

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

**Board Members Absent:** William Cleary.

**Also Present:** Melissa Manka (Planning Coordinator), Greg Baker, Julie Reynolds, Larry Reynolds, Jeff hardy and Seth Tatro.

The meeting began at 7:15 p.m.

**Amendments to Agenda**

No amendments offered.

**Sketch Plan Review for 3 Lot, 2 Unit Subdivision – Reynolds Family Trust Property Applicant: Larry & Julie Reynolds**

Julie Reynolds, Larry Reynolds, Jeff hardy (engineer) and Seth Tatro (engineer) were present. J. Hardy began by giving a brief explanation of the project. He noted that the project involves the creation of two building lots with one deferred lot to continue to be used for agricultural purposes. He said all lots would be accessed via the existing curb cut.

The DRB went through the staff report.

The DRB gave approval for Lot 1 to move forward as a deferred development lot.

Larry Reynolds stated that the existing agricultural access road is in good shape and fabric will be placed on it before being topped off. He noted that sap trucks currently use it during mud season without issue.

M. Wamsganz noted that the road should meet the current road standards.

J. Hardy stated the power serving new homes will come off the existing overhead power serving the sugar house. He noted that using the existing poles will avoid additional wetland impacts.

L. Reynolds said utilities would run underground from that point on.

The DRB saw no reasonable alternative to the wetland crossing and noted that it is an existing impact. The DRB also felt the proposal was the least wetland impact possible to gain access to the property.

The DRB agreed with the shape of Lot 1 as it keeps all working lands and significant natural resources on one lot.

L. Reynolds added that the fields will continue to be hayed by the family, who will retain said lot.

J. Hardy noted there will be 100 -300-foot vegetated wetland buffer between Woods Hollow Road and the proposed building lots. He feels this should be sufficient without the need for additional screening.

L. Reynolds noted that the homes are uphill of the road but should be sufficiently screened by natural vegetation.

M. Wamsganz said the driveways serving the homes must meet standards and conformance must be depicted on the site plans.

The DRB agreed the existing culvert serving the access road is okay per the engineer's testimony.

J. Hardy noted that ditching will be installed along the roadway as needed, the road will be upgraded and the necessary utility upgrades are unknown at this time.

G. Baker said there is a culvert under Muddy Dog Run that drains the Reynolds property. He asked whether the development and/or increase flow will impact the culvert serving Muddy Dog Run.

J. Hardy said any increase should be minimal as most of the runoff will be held in a class 3 wetland on the northside of the proposed access road.

The DRB agreed there was no alternative to having a roadway longer than 1000 ft without additional, unnecessary wetland impacts.

M. Wamsganz said road grades will need to be provided and the intersection of Woods Hollow Road and the proposed road will need to meet the intersection standards.

The group discussed the location of the emergency pull-off. M. Manka noted that is slightly greater than standard to avoid wetland impacts. However, it does not appear to be an issue if emergency vehicles can see vehicles pulled off from Woods Hollow Road.

S. Tatro said they may need to adjust the pull off once the grades are shot to ensure trucks can see each other.

The DRB reaffirmed that no landscaping would be required and/or necessary due to the existence of a natural buffer.

No additional DRB comments were heard.

No applicant comments were heard.

No public comments heard.

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

The DRB discussed Wayne Brown's letter of resignation. Andrew Collier noted that Corey Mathieu expressed interest in applying for the vacancy. The DRB also asked M. Manka to reach out to Francois Ross, DRB alternate, to inform him of the vacancy.

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

D. Angiono MOVED to approve the minutes.

J. Labrecque SECONDED the motion.

The motion PASSED: 4 – 0.

W. Cleary & W. Brown submitted their vote by email.

D. Baczewski, A. Collier and M. Wamsganz abstained.

### **Minutes of January 27, 2020 Meeting**

A. Collier MOVED to approve the minutes.

D. Baczewski SECONDED the motion.

The motion PASSED: 5 – 0.

W. Cleary & W. Brown submitted their vote by email.

D. Angiono abstained.

The meeting adjourned at approximately 8:11 p.m.

Submitted by,

Melissa Manka, Planning Coordinator