

**TOWN OF WESTFORD**  
**DEVELOPMENTAL REVIEW BOARD MINUTES**  
**Minutes for October 11, 2021.**  
**Approved on \*\*\*\*\*, 2021**

**Board Members Present:** Matthew Wamsganz (Chair), William Cleary (Vice-Chair), David Baczewski, Dennis Angiono, Francois Ross, Jesse Labrecque, Andrew Collier

**Board Members Absent:** Andrew Collier, Jesse Labrecque

**Also Present:** Melissa Manka (Town Planner), Callie Hamdy (Minute Clerk), Caroline Brown,

The meeting began at 7:00 pm in person and via Zoom.

**DISCLOSURES**

n/a

**AMENDMENTS TO THE AGENDA**

There were no amendments offered.

**CITIZENS TO BE HEARD, ANNOUNCEMENTS & OTHER BUSINESS**

There was no other business.

**CONTINUED: FINAL PLAT PUBLIC HEARING FOR 5 LOT, 4 UNIT PLANNED UNIT DEVELOPMENT & SUBDIVISION – OWNER: UPPER 23 LLC (21.85 acres)** on Sanctuary Road in the Rural 3, Rural 10 & Water Resource Overlay Zoning Districts. This is a proposal to re-subdivide a deferred development lot (Lot 1B) into 4-single family dwelling lots and a designated open space lot.

The applicant had requested additional time and a continuance. Melissa thinks a month continuance would be good. Bill motioned to continue the Upper 23 Final Plat Hearing on November 22<sup>nd</sup>, 2021 at 7:00pm. Dennis seconded 5-0.

**MINUTES OF AUGUST 9, 2021**

Francois motioned to approve the minutes as written, Dennis seconded. Motion passed 5-0.

**FY'23 DRB BUDET & TOWN REPORT**

The board came in under their general budget. The board was a little over in expenditures for miscellaneous which had to do with updating statute books. Melissa is proposing level funding the budget, with an increase in the miscellaneous category to cover the overage and decreased the legal and professional fees.

Bill explained that during the past fiscal year when boards were asked to decrease or level fund their budgets, the DRB had decreased their budget the most. He doesn't know where further cuts would come from. Dave motioned to accept the FY'23 budget proposed as published as \$7,325. Dennis seconded. Motion passed 5-0.

Francois moved to adjourn; Dave seconded. Motion passed 5-0.  
The meeting adjourned at 7:20 pm

Submitted by,  
Melissa Manka, Town Planner

Callie Hamdy, Minute Clerk