



Town of Danvers
Planning Board

Danvers Town Hall
One Sylvan Street
Danvers, MA 01923
www.danvers.govoffice.com

James Sears, Chairman
Margaret Zilinsky
Kristine Cheetham
William Prentiss
Aaron Henry
John Farmer, Associate
Member

Daniel J. Toomey Hearing Room
January 13, 2015
7:00 p.m.
MINUTES

Chairman James Sears called the meeting to order at 7:00 p.m. Planning Board members James Sears, Margaret Zilinsky, Kristine Cheetham, William Prentiss, and associate member John Farmer were present. Planner Kate Day was also present.

STAFF BRIEFING

Day told the Board that they have been working on a bike/ped plan with Chris Kuschel and other staff from the Metropolitan Area Planning Council (MAPC). It is presently in early form, but as we move along, this will become a public dialogue. They expect to have a public meeting about this in two weeks. The plan is to have a newly appointed five-person bike/ped committee to look at connectivity and circulation. The preliminary draft was done by the MAPC.

Day told the Board that they were distributing the latest paper copy of the Zoning Bylaws. This is available on line, and a paper copy can be purchased at the Building Inspector's office.

Day told the Board and audience to try a new feature called MapGeo which is a mapping interface. This is a good way to look at your property and different neighborhoods. Different zoning layers can be turned on and off. It is very user friendly, and Day felt this was simpler and better than Google Earth.

Day said that they have a busy meeting tonight and they have not included a discussion about the joint meeting between the Planning Board, Danvers Affordable Housing Trust (DAHT) and Zoning Board of Appeals (ZBA). Day said it was a very productive meeting. Rich Maloney put together some great numbers to show where the Town stands regarding affordable housing. They have found that there may be some discrepancies with the ways the census has compiled information about our total housing count. The Town may have even more affordable units than are currently on the Subsidized Housing Inventory (SHI). This could mean that Danvers is doing better than the state-mandated minimum of having ten percent of our housing certified as affordable.

Day said that new flashing lights have been installed on the Rail Trail at Burroughs Street. They are push button lights similar to Poplar Street which will make for a safer crossing.

MAPC/PLANNING BOARD DISCUSSION:

7 - 9 p.m. The Metropolitan Area Planning Council (MAPC) is working with the Danvers Planning Department and the Planning Board on a study of the Industrial-1 zoning district near the intersection of Maple and Locust Streets. MAPC staff will join the Planning Board for a discussion of ways to provide a greater range of housing and mixed-use development in this section of the downtown area through zoning options. This study is funded under a Department of Housing and Community Development (DHCD) Priority Development Fund (PDF) Planning Assistance grant.

Sears stated that Sam Cleaves is here through a grant obtained by the Town to help plan for zoning initiatives. The Board has been looking at the Industrial I and Industrial II zones for reuse and redevelopment offering residential use. We have been successful in implementing this in the Danversport Water Street area and the new zoning on Holten Street. We are glad to have Cleave's expertise help us continue that effort .

Day wants to let people know that under State law the Town's Planning Board not only has permitting authority but it also has the responsibility to craft future plans for development in Danvers. She is pleased to work with a Planning Board that looks beyond its role as a permitting authority.

Day said that in 2006 the Board worked with Stantec Consulting to look at overall zoning in Danvers, specifically at Section 2 at the Industrial I District Land Use for Zoning Analysis. The purpose of the analysis was to determine alternative zoning applications for the eleven Industrial 1 zoned areas. After the explosion in Danversport, this area became the priority. In 2010, new zoning passed for the two industrial areas, as well as a commercial area that became a mixed-use district known as the Waterfront Village District. In 2013, the Planning Board looked at the Holten Street Industrial 1 zone. It was a defined district from Pine Street to the electric division on Holten Street. The Board looked at the balance of underlying zoning and crafted an overlay zone. The Board decided to leave the underlying zoning but allow owners to choose from a menu that offered other types of uses. This allowed property owners to have a choice to develop and invest. This had a unanimous passing at the 2013 Town Meeting.

Day said that the next priority is the downtown Maple Street Industrial 1 District. The decision was to pursue this in the spirit of an overlay zone. She pointed out the summary of where they are going with this, along with the characteristics of the rezone with Maple Street. At the time of the report, there were 48 businesses. There is almost 10 acres consisting of 30 parcels. The report lists the employment numbers associated with all the businesses in this district. The Board felt they should preserve the uses permitted, but it has merit to follow the overlay approach. These areas should be rezoned to allow residential use.

Sam Cleaves, from the MAPC, went over the PowerPoint presentation.

Cleaves first pointed out the role of the downtowns. They are looking to revitalize the downtowns. There is a movement of older and younger people to this area. Cleaves said that household size continues to decrease. People are seeking pedestrian-friendly areas. Younger

people are not picking up home ownership. Cleaves said that there is a shift in the region, and a lot of people are interested in living in the downtown areas. One reason is the ease of moving about without automobiles.

Cleaves said that this study area has come up consistently. They actually discussed doing this before Tapleyville, but the Board favored looking at Tapleyville first.

Cleaves said that they are looking to do an overlay. The underlying uses would be allowed, but it would allow special uses granted by a Special Permit through the Planning Board. They look at an area not just for zoning. They look at connections, housing and development as well as getting around the area itself. They try to balance the existing uses. Cleaves said that Danvers has a unique mix. It has people who work downtown. The Industrial 1 area is a heritage from the railroad days, and these industries have remained. Danvers is a town that works. They tried to look at the existing uses and what works. You need to manipulate to allow additional uses.

Cleaves described the demographics of the census block in which this I-1 area lies, saying that there about 2,000 residents, which is seven percent of the overall population of the Town. There are a lot of people under the age of 18.

Cleaves said that \$80,000 is the median household income. The Town has approximately 805 housing units. In recent years, there has been a modest drop in the sale price of homes. There are households that have a cost burden. More than 41% of the population has housing costs that are more than 30% of income, which is within the top 20% of the country. The ownership breakdown in Danvers is higher than what we see normally.

Cleaves described the transportation within the census block. People drive to work, carpool, and use public transportation. Some people walk to work, and some people work from home.

Chris Kuschel described alternative transportation/connectivity. He showed the Tapleyville area where there is connectivity. The goal is to be able to walk, bike and get around in ways not requiring a car. Crosswalks and sidewalks are important. He felt there is an opportunity to have separate bike lanes. He described Holten Street and said that what is there now can be used. There are presently wide travel lanes. By reallocating space, you can tighten the travel lanes to allow a bicycle lane and sidewalks. Kuschel said they could examine wide sidewalks or large planters. They should also determine where bicycle parking would be appropriate, where there should be seating and trash receptacles. Could they have mini parks next to cafes?

Cleaves showed some photographs of buildings and asked for the opinion of the audience. He would like to get a general reaction to the pictures shown.

Holten Street, Danvers. Day said that this was a wonderful example of mixed-use. There was a café on the first floor with six units of housing above. One of the units is permanently affordable. The developer was respectful of the past building that was there. The building fits nicely on the site with parking on the side and rear. This has been very well received.

Farmer asked if the developer was happy with the development.

Day said that the developer had informed her that making a unit affordable is a long process due to eligibility requirements.

Bill Bradstreet addressed the Board. He said that the developer offered an affordable housing unit and found out how expensive it was. He felt legislature can do a better job. Bradstreet felt the developer was trying to do the right thing and was punished.

Maritime Medical, Lowe Street, Newburyport. Day said that this was an interesting example of a large commercial building. It has a nice façade like 78 Holten Street in Danvers; it is broken up, not a large solid mass. She said that it could function as a mixed-use building having offices on the first floor and residential units above. Bill Clark felt the façade was boring. Zilinsky did not like the height. Bill Nicholson felt that the building was overpowering for the area it was located.

The Courtyard, Munroe Street, Newburyport. Day said that this site has a mill building on one side and three sides of Victorian styled buildings. All of the parking for these 72 units is accommodated under the courtyard, which masks an ocean of parking around a new development. This was structured parking.

Winter Street, Newburyport. Day said this building is seen when coming off Route 1. It is a mixed-use building which backs onto the Rail Trail in Newburyport. The building consists of offices, a hair salon, and other small businesses. There are residential units above. The audience thought it was appealing.

High Street, Ipswich. This building is in a Highway Corridor Zone. This building required that there was a commercial element, and the Ipswich Planning Board did not want a variance granted. A dentist rented the first floor space with residences above.

Historic Home near Choate Bridge, Ipswich. The building burnt down a few years ago, and it was reconstructed in a very respectful fashion. It has commercial use on the first floor with a café, clothing store and residential units above. Cleaves felt it honored the mill tradition of Ipswich. It was challenging to make it look good and remain appropriate.

Powder House Village, Ipswich. This is a campus that the YMCA developed. The YMCA of the North shore has a strong commitment for affordable housing. They picked up the obligations of Turner Hill. They pulled the buildings close to the road so that parking could be accommodated in the back. This is a 23-acre campus which is 100% affordable. The buildings were broken up with colors and they varied the façade a bit. This is an example of affordable housing having an attractive development with a commercial component integrated into the process.

Cleaves said that affordable units that are small in numbers are pretty pricey. A developer wants a larger number of units to make their money back more quickly.

Cheetham felt the development would have been better off with some of the parking in the front. She felt the graduated heights and buildings needed to be blended. Cleaves felt they could have had landscaping with a wide sidewalk.

Southgate, Ipswich. Developer did not want a commercial building, and the Planning Board wanted mixed use. There are 15 to 20 units in this development. The rotunda is a home office. She felt they created a mixed-use neighborhood that is low in scale.

Food Pantry, Hamilton. Day said the building was reconstructed on the site. There are four affordable units along with commercial use. This building's design does not offend the building next door. It is a small mixed-use development.

Zilinsky felt it looked fine, and the gables mirrored the building next door. Cleaves said that the MAPC worked with the Town of Hamilton on this project. The heritage of downtown Hamilton is a hardworking town. The estates were fancy, but the workers lived downtown.

Railroad Avenue, Hamilton. The façade of this building was redone. This is another example of a mixed-use structure. Cheetham said that residential units are not allowed due to their sewer capacity. Day felt the development was respectful to the streetscape. She pointed out that it is possible to use vernacular materials that look like traditional hardwood. Cheetham said that people like the glass fronts. It is very appealing.

Discussion:

Bill Clark, Selectman. He has no vested interest in this Industrial 1 area. He said that he worked hard for the parking lot on Holten Street to enable this area to be ready for development. He thought this study would go from this area all the way down High Street to Route 128. Clark said that he went to a Massachusetts Municipal Association (MMA) for smart growth. This area does not have transportation. That is farther down on High Street. There are younger and older generations in this area. He felt they should make provisions in this development to have minimally sized units. There is a great need for studio apartments. He felt there was a need for affordable housing for young people and older people that want to down-size from a large house. He felt they need to think carefully how to accommodate small apartment units. Clark felt they may need to back off from parking requirements without multiple vehicles. Clark said they need to be careful with density, and they need to develop housing that is appropriate. He felt they did not need another bank, nail or hair salon.

Sears said that they had been studying this zoning for years focusing on Industrial 1 and 2 zones. He said that they have a mix of Industrial 1 and Commercial. The Board felt that they should focus on the entranceway to the Town. The size of the grant was only \$15,000, so the scope of the study was limited. Sears felt that to get the biggest bang for the buck, it made sense to look at the entranceway to the Town. They will look at the High Street piece later. The Board is not losing sight of the impact that this would have on the Town as a whole. The Board decided to limit the focus on this area of the Town based upon the grant. In addition, there are studies being done looking into the MBTA and bussing, along with connecting to the new Essex Tech.

Day said that she was not sure about increasing the connectivity with the MBTA. She felt it would be great to see expansion of the bus line.

Cheetham said that since the Hobart Street parking lot was renovated, the Rail Trail has been introduced. There are a lot more kids able to walk home, and you now have an influx of kids that adds foot traffic, and they need to get home safely. She felt the need for sidewalks and lighting. These teenagers could have the ability to get jobs in the downtown area. The neighborhood would be appealing.

Cleaves said that they were surprised at the number of kids under the age of 18 in this area. This would increase the use of the Rail Trail.

Building Height and Density. Sears said the Board has been concerned with building height and have encouraged lessening this height requirement. He said that this has been lowered to 45 feet for new construction in an attempt to limit the scale to a certain degree. An overlay allows the developer to keep underlying uses and provide a residential use not restricted to dimensional requirements in a residential zone. There is a tradeoff that encourages development in this area. Cleaves asked if most people were favorable to have the height lowered. He said that they can change it later. They can go with existing building heights or match a height. A lot of this will be project based.

Zilinsky said that Commercial 1 has a 45 foot requirement. She likes to see scalability. She felt when looking at this area, they need to keep in mind the downtown and High Street. She would like to see a uniform height. She felt that they would be looking to change the height requirement to 45 feet.

Cleaves felt that allowing mix-use and height is better for a builder to deal with.

Affordable/deed restricted? Age-restricted housing? Sears said that the Town has the benefit of the DAHT. The Town is now at the ten percent requirement for affordable housing, but we need to stay ahead of it. Cleaves said that this is an important principle when towns fall behind. You do not want to see groups of segregation. You do not want to have a lot of people in the same income group in one area.

Retail space would you like to see on the ground floor? Clark said he would like to see a good bakery. Farmer felt this could be a challenge with the mall so close. He asked if we had a sense from the present retailers what they would like to see.

Cleaves said the present mix is restaurants and small services. If you are able to add people to the downtown area, there would be the demand for a bakery. He felt that specialty items and high quality services are the things that can't be found at the mall. Cleaves said that there was a lot going on in this area. People want to be downtown. Tourism is an industry for the entire North Shore area.

Cleaves asked if there was a particular spot near Maple Street and the Industrial 1 zone where people might want sidewalks? Cafes? Cleaves said the downtown Danvers is walkable.

Steve Bartha, Town Manager, said that he walks to work. The mixed use is trying to return to the old downtown areas.

Bill Lee said that he has been before the Planning Board many times and said that Danvers has been a nice place to start a business. The Town has helped them be where they are. Lee said that they have 67.5% of the property being discussed. He felt that this property should be an expansion of Danvers square. He is concerned with how the new zoning will affect his businesses in that area. He thinks this is going to work out fine.

Cheetham said that the Lees have promoted the overlay district. She pointed out that when the Planning Board changed the Danversport Industrial zoning, they did eliminate some uses in the Danversport area.

Sears said that they are trying to give alternatives. If the Lees, or anyone in the Industrial zone, were going to move to an industrial park, what would happen with their building.

Cleaves said that overlays are meant to add uses. It adds greater value to those properties in the area for mixed-use.

PUBLIC HEARING

51 Needham Road (a/k/a Hutchinson Drive). Request for a Major Modification to an approved Site Plan pursuant to Section 4 of the Zoning Bylaw submitted by Russo's Marine Mart, Inc. for property located in the Commercial-III Zoning District. The applicant proposes to modify the previously approved Site Plan to allow a four-acre leased portion of the property to be used for a boat dealership with retail sales and outdoor storage of inventory, service and seasonal boat storage. (Assessor's Map 64, Lot 9A) (*SPA action date: February 9, 2015*)

Sears read the legal notice. Nancy McCann appeared before the Board on behalf of Russo's Marine Mart, Inc. With her were Larry Russo and Bea Russo, along with Scott Cameron from The Morin-Cameron Group, Inc. McCann said that the building was in disrepair. This was the site of the former Nautilus Health Club. The building sits on four acres in the Commercial III Zone District. She told the Board that a Use Variance was obtained from the Zoning Board of Appeals (ZBA). They are before the Board for a Major Modification to Site Plan Approval to redevelop the site. McCann noted that the Russo family has been in the marine business for over 70 years. The dealership is presently located in Medford, and they want to move to Danvers to be closer to the customer base and water. The building is large and has no access from Route 128. It does not have direct access or visibility from Endicott Street. It provides what Russo Marine is looking for. Russo Marine is a destination, and people go there for a specific reason. McCann said that in addition to sales and service, they offer safe boating courses within their building. They try to become active members of their community. McCann said that the building has been vacant for over six years. She said that to bring Russo Marine to this site, it is going to take a significant financial investment in this property. They are proposing a rehabilitation of this building to make it suitable for the dealership, along with an 80 foot by 80 foot addition. The building will conform dimensionally. The façade will be updated. McCann

said that they had appeared before the Technical Review Committee, and comments from various departments have been incorporated in the plans presented tonight. The Engineering Department, Building Department and Fire Department have all given favorable comments.

Engineer Scott Cameron described the plans to the Board. He presented the existing conditions plan saying that it is a four-acre parcel where the majority is pavement. The present building is 10,000 square feet and has some plantings around the building. The perimeter of the site has a steep slope. He described the present collector drainage system.

Cameron said that they propose to rehab the property for the Russo Marine dealership. There would be an 80 foot by 80 foot detached addition. The facility will have customer/employee parking in the front. The maximum number of employees are 23, and there are usually 3 customers per day. Cameron said that there will be 29 parking spaces. He described the circulation on the site. The entire facility will be gated, and he described the gates. The handicap access to the building will be improved. Cameron said the big change to the property is at the rear. He showed where snow storage and inventory storage would be on the plan. He said that they provided emergency vehicle access.

Cameron described the drainage and utility plan. He said that there was no stormwater treatment currently in place. There is an off-site contaminated parcel abutting this parcel, and Engineering said that they did not want any water introduced onto that site. They used the existing gravel area to recharge the water and used the clay as a barrier. Cameron said that stormwater standards will be met. They will not have any runoff on this site and no runoff onto the adjacent site. The rain will go through a treatment unit and a swale out to the site. Cameron said that they offered to put in a treatment structure to pick up water from BJ's and the theater property for mitigation of the new 6,500 square feet of pavement. Cameron said that this is a lot of runoff, and they have fully met stormwater standards.

Cameron described the landscaping plan. He said the original vegetation will be cleaned out. The front edge of the property will have a lot of landscaping such as dogwood trees, rhododendrons, hydrangeas and holly bushes which are detailed on the plan. There will be buffering from the highway. The focus was to improve the façade. A drainage report was provided as well as lighting specifications.

McCann said that the hours of operation would be Monday through Saturday from 8:00 a.m. to 5:00 p.m. They will not be open on Sundays. She said that from April to July, they will be open Tuesday and Thursday evenings until 8:00 p.m. The lights will remain the same.

McCann said that trailer deliveries are two to three times a month. She pointed out that BJ's gets two to three trucks per day, possibly more.

Sears asked about the number of trailers during the initial stocking of inventory. Russo said that the boats would be brought in individually. Sears asked how many boats, and Russo responded 25 to 30 boats. They would be able to service 12 boats. The yard would allow 110 boats to be stored outside. Russo said the average length of the boats would be 27 feet in length.

Sears asked about moving the inventory to the new site. Russo said that the boats would be moved over a staged period in July, which is their slowest time of year. He said that the four to five boats per day would be moved with their own equipment over a two-week period. Russo explained there would be no problem with height. The highest height of their boats is 13 feet, 6 inches. He explained that this location is for boats 35 feet in length or under.

Sears asked about signage. Russo said that it would be a small header sign measuring four feet by six feet facing the theater.

Farmer said that his question concerning inventory was addressed. He asked if Hutchinson Drive was a private street. McCann said it is a driveway access that has been called Hutchinson Drive. The legal name is 51 Needham Road, although businesses use Hutchinson Drive. McCann said that there would be communication with the assessor, fire department and police concerning the correct address for emergencies.

Prentiss felt this was a great reuse of the site. He confirmed that there would be no vertical stacking of boats. He asked if the storage on the site would be storage from boat owners. Russo said that the inventory is a mix of new boats and pre-owned boats. There are boats that come back for storage. Russo confirmed that they do store boats for owners. He said that they are a gated business. Customers have to go through the front door. There is no do-it-yourself service.

Prentiss pointed out that the Engineer suggested increasing the size of a sewer pipe to a six-inch diameter pipe. Cameron said that they can make the change on the plan to conform with Engineering's request.

Zilinsky felt this was a great reuse of the site, and her question concerning lighting was answered. She asked if the Holiday Hit theater sign would be masked by the boats, and was told no.

Cheetham had two questions. She asked how chemicals would be captured from the boats being brought in for service. Cameron said that there is a dedicated floor drain that will collect this and run it out to an MDC trap that will be installed outside the building. This falls under the sewer code. Any pressure washing will occur in the building.

Cheetham asked for an explanation as to how with rain sheet flow, no water was being added to the system. Cameron said that they needed to meet the code and meet the condition with the recharge. He pointed out the part of the project they considered new development. He explained the recharge. Cheetham asked how much was draining towards the landscaped hill, and Cameron showed her the small corner area. Cameron said that of the eight acres, six acres will now be taken care of.

Sears asked if there would be gas in the boat when it is stored. Russo said that there would be no gas on the site. The boats come in with the fuel that is in them.

McCann said that they did have this discussion with the Fire Department, and their concern was indoor storage. Russo said that all boats stored inside have no gas. Boats will be filled up at the gas station.

Sears confirmed that the repairs would be done at the bays facing south towards Market Basket. He asked if the garage doors would remain open when repairs were being done.

Russo said that their Medford site borders residential areas on two sides. He said that when they run an engine, it is muffled by water. The engine cannot be heard.

Cameron felt the noise would be no higher than the highway noise. He pointed out that there was a 12 foot differential to Market Basket. The earth will muffle the noise.

Russo said that they have had no complaints in the Medford facility which is 100 feet from residences.

McCann said there would be no outdoor audio.

Sears had a question with the snow storage at the right-hand side of the site where there is parking. He asked if it was adequate. Cameron showed the 15-foot high storage areas.

Russo said that the snow will be pushed out and into the back. He said that they do their own parking.

Sears asked McCann about the waiver. McCann said that the landscaping percentage is at 28.9% and will be reduced to 27.5%. She said that they needed to pave an area to create the turn for the vehicles coming in. She said that additional good quality landscaping will be provided. It is a small waiver.

Marie Plankey, 59 Endicott Street. Plankey addressed the Board and said that traffic noise is her concern. She pointed out that the bays from Town Fair Tire are open, and the sound generated comes directly into their neighborhood.

Russo said that the nature of their business is quiet.

Plankey asked if there would be sanding. Russo said that they would be using ordinary power tools.

Plankey asked what they should do if there is a lot of noise. Cheatham said that she should notify the police department.

Russo said that they once had an issue for decibel level and they changed their method of running boats. He described the method of putting the engine into a bucket of water.

Plankey said that another concern was the speed bumps. They cause vibrations and noise in the neighborhood. She asked if there was anything that could be done.

Sears explained that the street is a private way, not a public way. The speed bumps are there to slow traffic.

McCann explained that they were put there for the process of slowing traffic for pedestrians at BJ's. They needed to slow traffic down. There will not be any increase with the new use.

Russo explained that he is working with the landlord and neighbors to get permission to use the back driveway. The present entrance is not friendly with pedestrians and carts constantly crossing. He hopes to get permission to have that back road become a two-way road.

Plankey said that if this road is a driveway, it splits Needham Road. She said that they have asked for yield signs or a crosswalk so that Needham Road isn't split by someone's driveway.

McCann explained that the driveway was put in by a Special Permit of the Board of Appeals in the mid 1990's.

Plankey said there is an increase in traffic on Endicott Street. It is impossible to get out of Needham Road via Endicott Street and Hutchinson Drive. Sears said that this project will have little impact on that. Plankey said that it is an impact. She asked if there was anything that could be done.

Sears said it would have to be done with the owner of the property.

McCann asked if something could be done through Danvers Traffic Advisory Committee (DTAC).

Plankey said she was not suggesting this project not happen, she was just looking for support for the neighborhood. Russo said that he can't help with this.

McCann felt the issue needed to be clarified. Maybe DTAC could look into this.

Farmer asked who had jurisdiction over the speed bumps.

Plankey said she was concerned with the speed bump right at the neighborhood. Sears felt there were different ways to slow down traffic. The speed bumps may have been the best method back when this was developed. Sears said that Day can put her in touch with the traffic representatives.

Plankey explained that it was not the cars, it was the heavier trucks. Sears pointed out that Russo was not proposing tractor trailer trucks.

Day said that the head of the Danvers Traffic Advisory Committee (DTAC), Karen Nelson, was here this evening. Day advised her to contact the office and she would be put in touch with that group which includes fire, engineering and police.

Plankey asked if Russo could help with this. Russo said he would participate.

MOTION: Cheetham moved to close the public hearing for 51 Needham Road. Prentiss seconded the motion. The motion passed by unanimous vote.

MOTION: Zilinsky read the Certificate of Action and moved to approve the Major Modification to the Site Plan for 51 Needham Road. Prentiss seconded the motion. The motion passed by unanimous vote.

OTHER BUSINESS

Certificate of Vote authorizing signature of plans and documents.

Day said that she had the Certificate of Vote for signature by the Board. It names the chairman and clerk, as well as the members and associate member. This will be recorded at the Registry of Deeds to reflect that these are the active and current members of the Planning Board.

MOTION: Zilinsky moved to approve the Certificate of Vote. Prentiss seconded the motion. The motion passed by unanimous vote.

MINUTES

December 9, 2014

MOTION: Prentiss moved to approve the minutes of December 9, 2014. Zilinsky seconded the motion. The motion passed by unanimous vote.

ADJOURNMENT

MOTION: Prentiss moved to adjourn. Zilinsky seconded the motion. The motion passed by unanimous vote.

The meeting adjourned at 10:00 p.m.

Respectfully submitted: Francine T. Butler

The Planning Board approved these minutes on February 10, 2015.