



BILLERICA PLANNING BOARD

Town Hall
365 Boston Road Billerica, MA 01821
978-671-0962
978-670-9448 Fax

Michael Parker, *Chair*

Kelley Sardina, *Vice Chair*
Christopher Tribou
Edward Giroux

Marlies Henderson, *Secretary*
Blake Robertson
Evens Cimea

Planning Board Meeting

Minutes

November 12, 2024 @ 7:00 P.M.

Hybrid

Videoed by BATV

Can be Viewed: <https://billerica.cablecast.tv/CablecastPublicSite/?channel=3>

Members	Present
Michael Parker, Chair	Y
Kelley Sardina, Vice-Chair	Y
Marlies Henderson, Secretary	Y
Blake Robertson	Y
Chris Tribou	Y
Ed Giroux	Y
Evens Cimea	Y

RECEIVED
2025 FEB 20 P 12:48
TOWN CLERK
BILLERICA

Staff

Katherine Malgieri-Interim Director, Planning & Community Development
Jane Merrill-Interim Senior Planner

Open Mic

Agenda Item 1 – SPSP – SITE PLAN SPECIAL PERMIT – 155 TREBLE COVE ROAD (PARCEL ID 39-14-0)

Steve Lentine (Attorney), Steve Glowacki (Engineer), Adele Olivier (Traffic Engineer)

Lentine presented. The developer has met with Peer Reviewer (Sue Carter, not in attendance) to discuss the contents of the review memo and they will be incorporating her feedback into updated site plans which should be ready before the December meeting. Glowacki added that the peer review affirmed their traffic analysis and that there would be no blasting or crushing of large boulders and rocks during the construction phase. Lentine requested a continuation until December.

Henderson motioned to continue until December 10, 2024; Giroux seconded. All in favor (7-0)

Agenda Item 2 – MBTA Communities

Prior to the meeting, Malgieri distributed a memo to the Board members containing the remaining outstanding redlines for the MCMOD By-Law (<https://www.town.billerica.ma.us/DocumentCenter/View/12535/Staff-Memo-for-Bylaw-finalization>) as well as comments and considerations from NMCOG and remaining Boardmember questions. The Board discussed each of these, deciding on each as necessary which included deferring some comments for Town Counsel review, affirming the text as written, or altering the text. Notable edits include the increase in dimensional standards to the Federal Street subdistrict and the allowance for indoor amusement businesses to be included in the Federal Street and Inner Mills subdistricts.

Excepting Town Counsel's review and any edits that stem from these comments, the draft by-law language has been finalized.

Motion: To call a special Planning Board meeting for November 19th to review Town Counsel's comments, with a provision to allow staff to make the necessary edits should Counsel's comments be received after the 48-hour deadline for filing an agenda for a public meeting in order to meet the warrant submission date.

Moved: Henderson.

Seconded: Giroux

Vote: Motion passes six (6) in favor, one (1) opposed (Robertson voting no).

Motion: To authorize staff to submit the MCMOD zoning maps and by-law language as discussed and approved on 11/12/2024.

Moved: Sardina.

Seconded: Henderson

Vote: Motion passes seven (7) to none (0).

Parker then called on the Select Board to schedule a Special Town Meeting for December 12th, 2024 for a vote on the MCMOD zoning by-law and maps.

Other Business

Parker read a Letter of Recognition (signed by Board members) for Malgieri and Merrill, recognizing their work over the last three months to guide the MBTA Communities process through the Planning Board to completion.

2025 Planning Board Meeting Schedule

Motion: To accept the proposed Planning Board Meeting Schedule for 2025 as presented.

Moved: Henderson

Seconded: Tribou

Vote: Motion passes seven (7) to none (0).

Committee Updates

- NMCOG - Henderson attended the 60th anniversary of the establishment of NMCOG.

- OSRP – Henderson announced that the Open Space and Recreation Plan has been conditionally approved and allows the Town to continue to apply for Open Space grants, though there won't be disbursements of grants until the ORSP is completed. Also, Tufts UEP accepted our Field Project proposal to inventory Town owned open space.
- Recodification – Giroux stated that the Recod Committee has received a draft copy of the Zoning Recodification and are in the process of reviewing it. Malgieri added that the Committee has the first draft for review; the consultant will incorporate the Committee's comments into subsequent drafts which will then go live to the public.

Staff Updates:

- Fitzpatrick Woods – applicant just submitted new as-built plans to engineering for review for the Bond Release.
- NMCOC is soliciting ideas for 2025 planning grants.
- CPTC is still registering for fall and winter online training seminars, but they have not set a timetable for when the Site Plan Review seminar will be available. Malgieri is still looking to have CPTC come to a Planning Board meeting early next year to provide training.
- Hosting a "Best Dessert in Town" contest with 5 nominees:
 - What the Fork
 - Emerald Rose
 - Caipirinha's
 - Carr's Confections
 - Brelundi

Adjournment

Motion: To adjourn the meeting
Moved: Henderson
Seconded: Giroux
Vote: Motion passes seven (7) to none (0).

Minutes prepared by Jane Merrill.

