

1 **Approved May 8, 2023**

2
3 **PLANNING BOARD**
4 **MEETING MINUTES**

5 **Monday, March 25, 2023, 12:00PM**
6 **McAuliffe Hearing Room – Southborough Town House**
7 **17 Common Street – Southborough, Massachusetts**
8

9 Members present: Meme Luttrell, Jesse Stein, Marnie Hoolahan, Andrew Mills and Debbie DeMuria.
10 Also present: Karina Quinn, Town Planner and Colleen Stansfield, Business Admin. Absent: none
11

12 **CALL TO ORDER:**

13 Ms. Luttrell called the meeting to order at 12:00PM. Ms. Luttrell stated: For this meeting, members of
14 the public who wish to watch or participate in the meeting may do so in the following manner by finding
15 the meeting at: <https://www.southboroughtown.com/remotemeetings> through ZOOM and YouTube.

16 **PUBLIC HEARING: Tree Protection Bylaw, Warrant Article #26**

17 Ms. Luttrell updated the Board on her presentation that she will be giving today at ATM. Ms.
18 Quinn handed out the informational fliers that will be on the table for residents to pick up and
19 review.

20 **MOTION** by Mr. Mills to close the public hearing for the Tree Protection Bylaw, Warrant Article
21 #26. **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes,**
22 **DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

23 **MOTION** by Mr. Mills to support the passage of the Tree Protection Bylaw, Warrant Article #26.
24 **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes,**
25 **DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

26 **PUBLIC HEARING: Scenic Roads Bylaw, Warrant Article #28**

27 Ms. Hoolahan presented her PowerPoint for Annual Town Meeting.

28 **MOTION** by Mr. Mills to close the public hearing for the Scenic Roads Bylaw, Warrant Article
29 #28. **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes,**
30 **DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

31 **MOTION** by Mr. Mills to support the passage of the Scenic Roads Bylaw, Warrant Article #28.
32 **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes,**
33 **DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**
34

35 **PUBLIC HEARING: Conservation –Zoning Amendment (174-8.9) Wetland & Floodplain District,**
36 **Article #31**

37 **MOTION** by Mr. Mills to close the public hearing for the Conservation-Zoning Amendment (174-
38 8.9) Wetland & Floodplain District, Article #31. **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-**
39 **Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

40 **MOTION** by Mr. Mills to support the passage of the Conservation-Zoning Amendment (174-8.9)
41 Wetlands & Floodplain District, Warrant Article #31. **SECONDED:** by Mr. Stein. **ROLL CALL:**
42 **Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

43 **PUBLIC HEARING: Conservation-Zoning Amendment (174-13.5) Stormwater & Erosion**
44 **Control, Article #30.**

45 **MOTION** by Mr. Mills to close the public hearing for the Conservation –Zoning Amendment
46 (174-13.5) Stormwater & Erosion Control, Warrant Article #30. **SECONDED** by Mr. Stein. **ROLL**
47 **CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve: Yes-5,**
48 **No-0.**

49 **MOTION** by Mr. Mills to support the passage of the Conservation –Zoning Amendment (174-
50 13.5) Stormwater & Erosion Control, Warrant Article #30. **SECONDED** by Mr. Stein. **ROLL CALL:**
51 **Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

52 **DISCUSSION: St. Mark’s Street relocation - PB Review under MGL Ch 41s 81 (I) & Road**
53 **Discontinuance**

54 **DISCUSSION: St. Mark’s Street Park/Trees/Stonewall** – update on status.

55 **MOTION** by Mr. Mills to not support the St. Mark’s Street Relocation-PB Review under M.G.L.
56 Ch. 41s81(I). **SECONDED** by Mr. Stein. Mr. Stein asked for discussion. There was a question
57 from Mr. Stein about the Planning Board not supporting this article. Discussion followed. Mr.
58 Stein stated that he supports the article and reaffirmed the Board’s request that proper
59 procedures need to be followed. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Abstain, Hoolahan-**
60 **Yes, DeMuria-Yes. VOTE to Approve: Yes-4, No-0, Abstain-1.**

61 **PUBLIC HEARING: Citizen’s Petition –Proposal to Amend Chapter 447 regarding Public Works**
62 **Planning Board (PWPB) & Appointment Authority**

63 **MOTION** by Mr. Mills to close the public hearing for the Citizen’s Petition-Proposal to Amend
64 Chapter 447 regarding Public Works Planning Board (PWPB) & Appointment Authority.
65 **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes,**
66 **DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

67 **MOTION** by Mr. Mills to support the passage of Citizen’s Petition –Proposal to Amend Chapter
68 447 regarding Public Works Planning Board (PWPB) & Appointment Authority. **SECONDED** by
69 Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to**
70 **Approve: Yes-5, No-0.**

71

72 **Other Business Properly Before the Board**

- 73
- Planner’s Report – Project
 - Approval Of Minutes – February 6, 2023
- 74
- 75

76 **MOTION** by Mr. Mills to accept the meeting minutes for February 6, 2023, as written. **SECONDED** by
77 Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve:**
78 **Yes-5, No-0.**

79

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- Next Meetings – *April 3, 2023, April 4, 2023 (Jt. w/ SB-MBTA*
81 *Communities), April 24, 2023*

82 The meeting was moved to the Auditorium at Trottier Middle School for Annual Town Meeting
83 at approximately 1:00PM.

84 The Planning Board recessed at 5:00PM and reconvened at 7:00PM.

85 **ADJOURN:**
86 **MOTION** by Mr. Mills to adjourn at 11:15PM. **SECONDED** by Mr. Stein. **ROLL CALL: Luttrell-Yes, Mills-**
87 **Yes, Stein-Yes, Hoolahan-Yes, DeMuria-Yes. VOTE to Approve: Yes-5, No-0.**

88

89 **Documents Used at This Meeting: NONE**

90 Respectfully Submitted.

91

92 Colleen Stansfield, Recording Secretary

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