

The meeting was called to order at 7:30 p.m. by Mr. George Yered, Acting Chair.

Members present: Robert Cantoreggi, Chair  
George Yered, Clerk  
Catherine MacInnes  
Nicole Riley  
Richard Nichols

Members Absent: James McKay

Also present: Scott Fuzy, 15 Stony Brook Dr.  
Daniel Merrikin, Merrikin Engineering, LLP  
Graham West, 235 Pembroke Woods Dr., Pembroke

**SPECIAL PERMIT APP. FOR SITE PAN APPROVAL, PUBLIC HEARING,  
CONT.  
984 MAIN STREET  
SECOND FLOOR APARTMENT  
SEAN CURRIVAN/KSK REALTY TRUST**

The public hearing continuation was opened at 7:30 p.m. with notice being read by Mr. Yered, Clerk.

(Note: At the October 20, 2015 meeting, the applicant had requested a three-month continuance to allow the applicant to file an application with the Zoning Board of Appeals.)

On a motion made by Mr. Yered, seconded by Ms. MacInnes, it was voted unanimously to continue the public hearing at 7:31 p.m. to Tuesday, December 15, 2015, 7:30 p.m.

**REQUEST FOR WAIVER OF SITE PLAN REVIEW/APPROVAL  
1360 MAIN STREET- KANGURU SOLUTIONS  
CANOPY**

The Board met with Mr. Graham West of Morgan Awning Company, representing the applicant, Kanguru Solutions.

Mr. Yered read a letter from Mr. West into the record. Mr. West requested a Waiver of Site Plan Approval to “fabricate and install an entrance canopy at the front entrance” over an existing concrete walkway at Kanguru Solutions. The canopy proposed is vinyl material and would have a logo on the front, he said. The structure will be attached to the building and the ground, Mr. West stated, to provide protection from the weather for employees and visitors to the building. The building permit process will address all issues and concerns that may arise.

On a motion made by Mr. Nichols, and seconded by Ms. MacInnes, it was voted unanimously (5-0), pursuant to Section XIII (Special Permit Conditions) C., of the Town of Millis Zoning By-laws, to waive the requirements of Site Plan Review for 1360 Main Street, Kanguru Solutions.

**HICKORY HILLS DEFINITIVE SUBDIVISION  
MODIFICATION/FIELD CHANGE REQUEST  
ON-SITE ROOF RUNOFF INFILTRATION SYSTEMS  
DANIEL MERRIKIN, MERRIKIN ENGINEERING**

The Board reviewed Mr. Merrikin’s letter, dated November 1, 2015, and attached documentation regarding the alternative underground roof runoff system. The applicant is seeking permission to be allowed to substitute the previously approved open micro-basins with an underground system.

The Board reviewed the Memorandum, dated November 10, 2015, from Melissa Recos, P.E., of BETA Engineering, the Planning Board’s consulting engineer. Ms. Recos stated in the memorandum that “the alternative design is not likely to have any negative impacts from the original system design and may provide a more sustainable option for infiltration due to ease of maintenance.”

Mr. Merrikin stated that once this modification/change is approved by the Selectmen, the modified Subdivision Operations and Maintenance plan will be filed as an HOA Amendment reflecting this change and will be recorded at the Registry of Deeds.

On a motion made by Ms. MacInnes, seconded by Ms. Riley, it was voted unanimously to approve the minor modification request as a field change to allow an alternative underground roof runoff infiltration system for each lot as shown on the plan entitled, “Hickory Hills Def. Subdivision Detail Plan of Land In Millis, MA, Underground Roof Runoff Infiltration Area,” dated October 4, 2015, last revised 11-1-2015, prepared by Merrikin Engineering, LLP. This approval is contingent based upon the revised O&M Plan being filed with the Registry of Deeds.

**FORM A APPLICATION  
APPROVAL NOT REQUIRED PLAN (ANR)  
FARM STREET (MAP 31 PARCELS 76 & 100) – CEDAR FARMS  
FARM STREET REALTY TRUST  
DANIEL MERRIKIN, MERRIKIN ENGINEERING**

Mr. Merrikin, representing the applicant, presented the application and plan. The ANR subdivides the existing Lot 5 and a “Drainage Lot” into the following:

- One new unbuildable Parcel A; and
- The reconfigured Lot 5A, which is a buildable lot

On a motion made by Mr. Yered, seconded by Ms. MacInnes, it was voted unanimously (5-0) to approve and endorse an ANR plan entitled, “Farm Street A.N.R. Subdivision

Plan of Land In Millis, MA” dated November 12, 2015, prepared by Colonial Engineering, Inc., P.O. Box 95, Medway, MA 02053, stamped by Paul J. DeSimone, PLS, for property located at Farm Street (Cedar Farms), Map 31, Parcel 76 & 100, finding the Form A in order and subdivision control not required.

The Planning Board found that the land shown on the plan does not constitute a subdivision within the meaning of the Subdivision Control Law, and therefore approved and endorsed the plan accordingly.

**SPECIAL PERMIT APP. FOR SITE PLAN APPROVAL, PUBLIC HEARING, CONT.**

**LARGE-SCALE GROUND-MOUNTED SOLAR INSTALLATION OFF MAIN STREET**

**CLEAN ENERGY COLLECTIVE**

The public hearing was opened at 7:47 p.m. with notice being read by Mr. George Yered, Clerk.

Mr. Yered read a letter from Daniel Feeney of Beals and Thomas, Inc., dated November 11, 2015, into the record. The applicant requested a continuance of the public hearing. No revised plans and/or documentation have been received.

On a motion made by Ms. MacInnes, seconded by Mr. Nichols, it was voted unanimously at 7:49 p.m. to continue the public hearing, without discussion, to Tuesday, December 15, 2015, 7:45 p.m.

**NEW BUSINESS:**

**NEW POLICE STATION**

**SPECIAL PERMIT W/ SITE PLAN APPROVAL DISCUSSION**

The Board discussed the unforeseen expenses involved with the site clean-up for the new police station.

In order to potentially off-set some of the expenses involved with the clean-up, the Board would like to work with the Permanent Building Committee and the Board of Selectmen on any and all site plan modification and/or building design criteria under the Planning Board’s purview to potentially save funds. It was particularly noted by the Board that items like the large tower/façade and other landscaping items could be and may be dropped or modified to save funds. The Board was of the opinion that such items were noted because they are not necessarily required by code or regulations and are more of an amenity that are not needed to "operate" a Police Station effectively.

The Board will send a memo to the Permanent Building Committee and the Board of Selectmen and suggest meeting to make any field changes or site plan modifications.

**OTHER BUSINESS:**

**ASSISTED LIVING BYLAW**

**DISCUSSION**

Ms. Riley presented the draft bylaw she had previously been working on. Ms. Riley requested that the Board review the draft as there are still some issues remaining that need to be resolved/discussed. For example, does the Board want **only** an assisted living facility or should a full range of services be an option? Density and height requirements were also discussed and need to be clarified, she said. Implementation of “Developmental Standards” was discussed, along with Open Space requirements. Ms. Riley stated that the bylaws from the other towns she reviewed did not have Open Space requirements. The Board may want to discuss and possibly remove these requirements as they may be too restrictive for a developer. Discussion will continue at the December 15, 2015 meeting.

**PROPOSED SOLAR BYLAW AMENDMENTS**

The proposed amendments to the Large-Scale Ground-Mounted Solar Photovoltaic Installations Bylaw did not pass at the November Town Meeting. The amendments, had they passed, would have allowed an applicant to propose an installation in the Residential Zoning Districts (R-T and R-S).

**MINUTES**

On a motion made by Mr. Nichols, seconded by Mr. Yered, it was unanimously voted to approve the minutes from October 20, 2015, as written.

**ADJOURN**

There being no further discussion and on a motion made by Mr. Cantoreggi, seconded by Ms. MacInnes and voted unanimously, the meeting was adjourned at 8:31 p.m.

Scheduled Planning Board Meetings: December 15, 2015  
January 12, 2016  
February 9, 2016

*Respectfully submitted,*

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*Camille Standley*  
*Administrative Assistant*