

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

Members present: George Yered, Acting Chair  
James McKay, Acting Clerk  
Catherine MacInnes  
Nicole Riley  
Richard Nichols

Members Absent: Robert Cantoreggi

Also present: Scott Fuzy, 15 Stony Brook Dr.  
Tess McDonough-Ward, 16 Alma Road  
James Neville, Selectman  
Daniel Merrikin, Merrikin Engineering, LLP

**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. McKay, Acting Clerk.

The Board received an email from Mr. Dan Seigenberg, dated December 10, 2015. Representing the applicant as their attorney, he requested a withdrawal of the Special Permit for Site Plan Approval application. They received approval from the Zoning Board of Appeals to allow “current non-accessory use of the second floor as an office to a residential apartment.” Ms. MacInnes was of the opinion that the applicant still needs Planning Board approval for the site plan.

On a motion made by Mr. Yered, seconded by Ms. Riley, it was voted 4-1, with Ms. MacInnes opposed, to withdraw the Special Permit for Site Plan Approval application for 984 Main Street. The Building Commission/Zoning Enforcement Officer will be consulted for his opinion. If he deems appropriate, the withdrawal may be rescinded and the public hearing continued.

**HICKORY HILLS DEFINITIVE SUBDIVISION  
BOND/TRIPARTITE AGREEMENT REDUCTION REQUEST**

The Board reviewed Mr. Merrikin’s letter, dated December 11, 2015, wherein he requested a reduction in the tripartite amount for the subdivision. Ms. Recos of BETA Engineering summarized her letter, dated December 10, 2016.

Mr. Merrikin stated that the contractor neglected to contact BETA Engineering for inspection prior to the sidewalk gravel base or pavement installation. Ms. Recos recommended that money be held for the sidewalks and wetland remediation confirmation.

On a motion made by Mr. Yered, seconded by Ms. Riley, it was unanimously voted (5-0-0) to reduce the subdivision bond being held on Hickory Hills Definitive Subdivision by \$76,920.00 to an amount of \$197,760.00 as requested by Daniel Merrikin, Merrikin Engineering LLP, on behalf of the Applicant; and as recommended by BETA Engineering, Planning Board's consulting engineers.

The Planning Board further voted that an additional \$25,000.00 can be released for the Sewer Pump Station line item upon receipt of a statement from GCG that the pump station is complete and inspected.

**FORM A APPLICATION**

**APPROVAL NOT REQUIRED PLAN (ANR)**

**80 ISLAND ROAD (MAP 16 PARCEL 53)**

**STEPHEN MACINNES/DANIEL MERRIKIN, MERRIKIN ENGINEERING**

Ms. MacInnes was recused from this discussion/application.

Mr. Daniel Merrikin, representing the applicant, presented the application and plan. The ANR subdivides the existing property into the following:

- An unbuildable Parcel A; and
- A slightly reduced Lot 1

According to Mr. Merrikin, Lot 1 continues to have the requisite lot area and frontage on a public way. Parcel A is labelled unbuildable. The intent is to convey Parcel A to Mr. MacInnes, he said.

On a motion made by Mr. McKay, seconded by Ms. Riley, it was voted unanimously (4-0-0) to approve and endorse an ANR plan entitled, "Island Road A.N.R. Subdivision Plan of Land In Millis, MA" dated December 11, 2015, prepared by Colonial Engineering, Inc., P.O. Box 95, Medway, MA 02053, stamped by Paul J. DeSimone, PLS, for property located at Island Road, Map 16, Parcel 53, finding the Form A in order and subdivision control not required. Voting on this motion was: Mr. George Yered, Mr. James McKay, Ms. Nicole Riley and Mr. Richard Nichols. Ms. Catherine MacInnes was recused.

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.

**FORM A APPLICATION**

**APPROVAL NOT REQUIRED PLAN (ANR)**

**SOUTHEND FARM SUBDIVISION (FRONTIER LANE/BEECH STREET)**

**DANIEL MERRIKIN, MERRIKIN ENGINEERING**

Mr. Merrikin presented the application and plan. He stated that the ANR subdivides the existing large Lot 10B into the following:

- Five new buildable house lots (Lots 34, 36, 38, 40, and 42); and
- One large lot of remaining land (Lot 10C), which is considered a buildable lot. Each of the lots shown on the plan has the requisite lot area and frontage on a way within an approved subdivision (Frontier Lane and Beech Street)

On a motion made by Mr. McKay, seconded by Ms. Riley, it was voted unanimously (5-0) to approve and endorse an ANR plan entitled “Southend Farm A.N.R. Subdivision Plan of Land In Millis, MA” (2 sheets) dated December 14, 2015, stamped and prepared by Paul J. DeSimone, PLS, Colonial Engineering, P.O. Box 95, Medway, MA 02053, finding the Form A in order and subdivision control not required. The portions of land are contained within the Definitive Subdivision known as Southend

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 7:50 p.m. with notice being read by Mr. James McKay, Acting Clerk.

Mr. McKay read an email from Ms. Colleen DeBenedetto, dated December 14, 2015, requesting a continuation without discussion.

On a motion made by Ms. MacInnes, seconded by Ms. Riley, it was voted unanimously at 7:52 p.m. to continue the public hearing, without discussion, to Tuesday, January 12, 2016, 7:30 p.m.

**NEW BUSINESS:**

**PERMANENT BUILDING COMMITTEE MEMBERSHIP DISCUSSION**

Ms. MacInnes stated that she recently attended a Department Head meeting wherein she had suggested that the Permanent Building Committee include a member of the Planning Board. She was told by Mr. Aspinwall that the Planning Board would have to make a request to the Board of Selectmen.

Ms. MacInnes stated that it is her belief that it is important that a member of the Planning Board be a full member of the Permanent Building Committee. The zoning bylaws state that the Planning Board “acts as the Design Review Committee” for the town and “it makes sense to add a Planning Board member to the PBC.” The PBC membership would need to be increased to six members. The Board was in favor of this addition.

**MILLIS PLANNING BOARD MINUTES**

**Tuesday, December 15, 2015**

**Room 229, Veterans Memorial Building, 900 Main St., Millis, MA**

On a motion made by Ms. MacInnes, seconded by Mr. Yered, it was voted unanimously in favor of sending a letter to the Board of Selectmen requesting that membership to the Permanent Building Committee be increased to six members in order for a Planning Board member to be appointed.

**OTHER BUSINESS:**

**ASSISTED LIVING BYLAW  
DISCUSSION**

Ms. Riley updated the Board on her conversation with Mr. David Carter from Barberry Homes and their discussion regarding “memory care” facilities. There was discussion regarding residential zoning and minimum acreage for assisted living residences. Also discussed were the height and open space requirements.

Ms. Riley will edit the draft bylaw and it will be forwarded to Town Counsel for review.

**FY17 BUDGET**

The Board reviewed the FY17 level-funded budget. On a motion made by Mr. McKay, seconded by Ms. Riley, it was voted unanimously to approved the FY17 Budget as prepared.

**MINUTES**

On a motion made by Mr. Yered, seconded by Mr. McKay, it was unanimously voted to approve the minutes from November 17, 2015, as written.

**ADJOURN**

There being no further discussion and on a motion made by Mr. Yered, seconded by Ms. MacInnes and voted unanimously, the meeting was adjourned at 9:15 p.m.

Scheduled Planning Board Meetings: January 12, 2016  
February 9, 2016

*Respectfully submitted,*

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*Camille Standley  
Administrative Assistant*