

**MILLIS PLANNING BOARD      December 14, 2021**  
**MEETING MINUTES**  
**ROOM 229, VETERANS MEMORIAL BUILDING, 900 MAIN ST., MILLIS, MA**

The meeting was called to order at 7:30 p.m. by Mr. Richard Nichols, Chair.

Members present:     Richard Nichols, Chair  
                              Nicole Riley, Clerk  
                              Alan Handel  
                              Joshua Guerrero, Associate Member

Melissa Recos, PE, BETA  
Katelyn Burke, EIT, BETA

Members Absent:     Bodha B. Raut Chhetry  
                              George Yered

Also present:          Josh Anderson, 3617 N. Leavitt, Chicago, IL  
                              Eric Dubrule, Bohler Eng., 352 Turnpike Rd., Southboro  
                              Tyler Bernier, Kleinfelder, One Beacon St., Boston  
                              Jim McKay, Millis DPW Director  
                              Maureen Daley, 31 Acorn Place  
                              Sandra Kuhn, 48 Acorn Place  
                              Laura Kuhn, 47 Acorn Place  
                              Bob & Barbara Murphy, 34 Acorn Place  
                              Maria & Paul Newman, 14 Acorn Place  
                              Roger Hughes, 4 Acorn Place  
                              Rich & Barbara Campbell, 11 Acorn Place  
                              Karen McVay, 29 Acorn Place  
                              Mary Lou Thie, 9 Acorn Place  
                              Pat Cannata, 13 Acorn Place  
                              Vivian Waclawik, 24 Acorn Place  
                              Denise & Bill Buckley, 22 Acorn Place  
                              Anne & Bill Bevan, 19 Acorn Place  
                              Mary Webster, 16 Acorn Place  
                              Alexis Price, 10 Acorn Place  
                              Fran Martin, 12 Acorn Place  
                              Charles Karafotias, 32 Acorn Place  
                              Joanne Wise, 20 Acorn Place  
                              Daniel Merrikin, Legacy Engineering

**“ANTHOLOGY OF MILLIS” – ASSISTED LIVING FACILITY, DOVER ROAD**  
**WAIVER OF SITE PLAN REVIEW REQUEST**  
**SALES & MARKETING TRAILER**

Mr. Josh Anderson of Anthology Senior Living presented the request. The Board reviewed the request for waiver of site plan review letter and plans submitted. The applicant requests permission to set up and operate a mobile sales and marketing office on the site. This setup will

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be temporary. Fencing of 6' to 8' chain link shall be installed to separate between sales and construction areas.

On a motion made by Mr. Nichols, and seconded by Ms. Riley, it was voted unanimously, 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 Anthology Senior Living for Anthology of Millis, 125 Dover Rd., for setup and operation of a mobile sales office as shown on the plan last revised May 10, 2021.

**SPECIAL PERMIT APPLICATION FOR/WITH SITE PLAN APPROVAL**  
**PUBLIC HEARING, CONT. – 808 MAIN STREET MCDONALD'S**

The public hearing continuation was opened at 7:40 p.m. with notice being read by Ms. Riley, Clerk.

Mr. Dubrule of Bohler Engineering, representing the applicant, summarized the plan revisions and responses to BETA's comments. Ms. Recos of BETA stated that the applicant had addressed all comments.

There were no further questions or comments.

On a motion made by Mr. Nichols, seconded by Mr. Guerrero, it was voted unanimously at 7:46 p.m. to close the public hearing.

**SPECIAL PERMIT APPLICATION FOR/WITH SITE PLAN APPROVAL**  
**808 MAIN STREET – MCDONALD'S - DELIBERATION/VOTE**

The Board reviewed the plans and waivers requested. On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to grant the following waivers from the Town of Millis Zoning By-Law:

1. A waiver from Section VIII C.2.f Off-Street Parking and Loading Regulations Bylaw, to allow three (3) trees along the street frontage, where six (6) trees are required. A donation of \$700/tree will be made to the Town of Millis Tree Fund for the remaining three (3) trees for a total donation of \$2,100.
2. A waiver from Section VIII C.2.p Off-Street Parking and Loading Regulations Bylaw, to allow the required amount of nine (9) trees be planted along the perimeter of the parking area, in lieu of providing landscaping islands.

On a motion made by Mr. Nichols, seconded by Ms. Riley, with Mr. Nichols, Ms. Riley, Mr. Handel and Mr. Guerrero voting in the affirmative, it was unanimously voted to grant to the Applicant, McDonald's Real Estate Company, a Special Permit For/With Site Plan Approval, with Special Conditions, for the property located at 808 Main Street. The site and the approved improvements are depicted on an eighteen-sheet plan set entitled Proposed Site Plan Documents for Proposed McDonald's with Drive-Thru 808 Main Street, Millis, Norfolk County, Massachusetts, Map #24, Lot #3" dated July 13, 2021, revised November 15, 2021, prepared by Bohler Engineer, Southborough, MA (hereinafter referred to as the "Approved Site Plan").

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**SPECIAL PERMIT APPLICATION FOR SITE PLAN APPROVAL, PUBLIC HEARING**  
**DPW WATER TREATMENT PLANT UPGRADES (PFAS)**

The public hearing was opened at 8:00 p.m. with notice being read by Ms. Riley, Clerk.

Mr. Bernier of Kleinfelder, representing the DPW, presented the application and plans. Mr. Bernier stated that the proposed project is to add granular activated carbon filters and associated infrastructure to the D'Angelis Water Treatment Plant in order to reduce levels of PFAS in the Town of Millis drinking water wells. Two wells are currently off-line, Mr. Bernier stated, due to high PFAS levels. The DPW is proposing to demolish two existing buildings and construct a new building to house the new filters on an adjacent parcel.

Ms. Recos of BETA summarized their review letter and stated that comments were adequately addressed. There were no further questions or comments.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously at 8:11 p.m. to close the public hearing.

**SPECIAL PERMIT APPLICATION FOR SITE PLAN APPROVAL**  
**DPW WATER TREATMENT PLANT**  
**DELIBERATION/VOTE**

The Board reviewed the application and plans.

On a motion made by Mr. Nichols and seconded by Ms. Riley, with Mr. Nichols, Ms. Riley, Mr. Handel, and Mr. Guerrero voting in the affirmative, it was unanimously voted to grant to the Applicant, Millis Department of Public Works, a Special Permit for Site Plan Approval, with Special Conditions, for the property located on Water Street. The site and the approved improvements are depicted on a six-sheet plan set entitled "Town of Millis, Massachusetts D'Angelis Water Treatment Plan PFAS Upgrades", dated November 2021, prepared by Kleinfelder, Boston, MA (hereinafter referred to as the "Approved Site Plan").

**ACORN PLACE SENIOR RESIDENTIAL COMMUNITY DEVELOPMENT**  
**FIELD CHANGE REQUEST – GRAVEL FIRE LANE/EMERGENCY ACCESS ROAD**

Mr. Merrikin of Legacy Engineering, representing the applicant, presented the request for a field change regarding the Fire Lane. The proposed change is for gravel surface instead of reinforced turf for the Fire Lane/Emergency Access Road. According to Mr. Merrikin, this will make the fire lane easier to maintain and will be a more obvious entry point in the event emergency personnel need to use it. Also proposed is to make the outside two feet of each side of the fire lane crushed stone to prevent erosion. Mr. Merrikin stated that the Operations and Maintenance Plan has been revised with requirements to maintain the fire lane added to Section 2 as recommended by BETA; for example, the lane must be "open and clear at all times" and "snow must be removed," Mr. Merrikin stated.

Mr. Hughes of 4 Acorn Place expressed concern over the fire lane being gated and locked. He stated that the fire lane "should be accessible 24/7" and "open at all times to prevent a disaster." Other residents of the development voiced concern over erosion issues with the fire lane and

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stability of the roadway. Mr. Merrikin stated that he currently does not see any problems with erosion and he does not anticipate any erosion or surface issues. The request was also reviewed by BETA.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve the field change request to the Fire Lane as stated in the Mr. Merrikin's letter and as shown on the plan entitled, "Acorn Place Fire Lane Modification Plan of Land in Millis, MA," dated December 14, 2021, prepared by Legacy Engineering.

**PLANNING BOARD MEMBER ATTENDANCE – DISCUSSION**

Mr. Nichols discussed the importance of member attendance at scheduled Planning Board meetings. The Board has had to postpone at least one hearing/meeting due to lack of quorum. In addition, this also causes pressure on other members to attend, despite illness or family commitment. As the Board currently only meets once per month, these absences can cause significant delays. A letter will be sent to a board member who has not attended a meeting since June 2021 encouraging their participation so the Board may act effectively.

**OTHER BUSINESS:**

**ECONOMIC DEVELOPMENT COMMITTEE – UPDATE**

Ms. Riley, the Board's representative on the Economic Development Committee, updated the Board on items before the EDC. Currently, they are discussing the "Complete Streets" policy and guidelines for the Dept. of Housing & Community Development's "MBTA Communities" zoning. More information will be provided at a later date.

**PLANNING BOARD MEMBER RESPONSIBILITIES & EXPECTATIONS  
DOCUMENTATION**

The draft of the "Town of Millis Planning Board Responsibilities and Requirements" document was reviewed by Town Counsel and some minor revisions were made.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve and adopt the document entitled, "Town of Millis Planning Board Responsibilities and Requirements, Adopted December 14, 2021" as written.

**MINUTES**

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve the regular session meeting minutes from November 9, 2021, as written.

**ADJOURN**

There being no further business, on a motion made by Mr. Nichols, seconded by Ms. Riley, it was unanimously voted to adjourn the meeting at 8:52 p.m.

Scheduled Planning Board Meetings: January 11, 2022 (Room 229)  
February 8, 2022

*Respectfully submitted,*

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*Camille Standley, Administrative Assistant*