

MILLIS PLANNING BOARD August 8, 2023
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
 George Yered, Associate Member

Members Absent: Bodha B. Raut Chhetry

Also present: April Surin, 861 Waverly St., Framingham, MA

PLANNING BOARD MEMBER APPOINTMENT RECOMMENDATION

The Board discussed a letter from Mr. James McKay, dated August 8, 2023. Mr. McKay would like to fill the voting Planning Board member seat left vacant by the recent resignation of member Joshua Guerrero, who moved out of state. Mr. McKay has served on the Planning Board in the past and would be an asset to the Board at this time. The Board is very pleased that Mr. McKay volunteered to step in and serve on the Planning Board once again.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to recommend to the Select Board the appointment of Mr. James McKay as a voting Planning Board member until Town elections in May 2024.

REQUEST FOR WAIVER OF SITE PLAN REVIEW/APPROVAL
376 ORCHARD STREET – SPARHAWK ACADEMY
INSTALLATION OF TEMPORARY EVENT TENT
APRIL SURIN, COME RAIN OR SHINE TENT WORKS

The Board met with Ms. April Surin of Come Rain or Shine Tent Works. She presented the request for waiver of site plan review and approval letter dated August 3, 2023.

As Ms. Surin stated, they are seeking permission to have a 60' x 70' event tent installed on the property of Sparhawk Academy as a temporary wedding venue in September. The tent will be erected Friday, September 15, 2023, and removed no later than Sunday, September 17, 2023.

A motion was made by Mr. Nichols, seconded by Ms. Riley, 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 Come Rain or Shine Tent Works for installation of a temporary event tent at 376 Orchard St., Sparhawk Academy. The motion passed unanimously.

August 8, 2023

OTHER BUSINESS:

Mr. Nichols read into the record a letter from Mr. Daniel Merrikin, P.E., of Legacy Engineering, dated August 8, 2023. The letter stated that the “headwall modifications and subdrain installations in both stormwater basins at Acorn Place are complete.” Mr. Nichols stated that the engineers worked on a solution. BETA will go out and inspect but it appears that the drainage issue should be resolved.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve the regular session meeting minutes from July 11, 2023, as written.

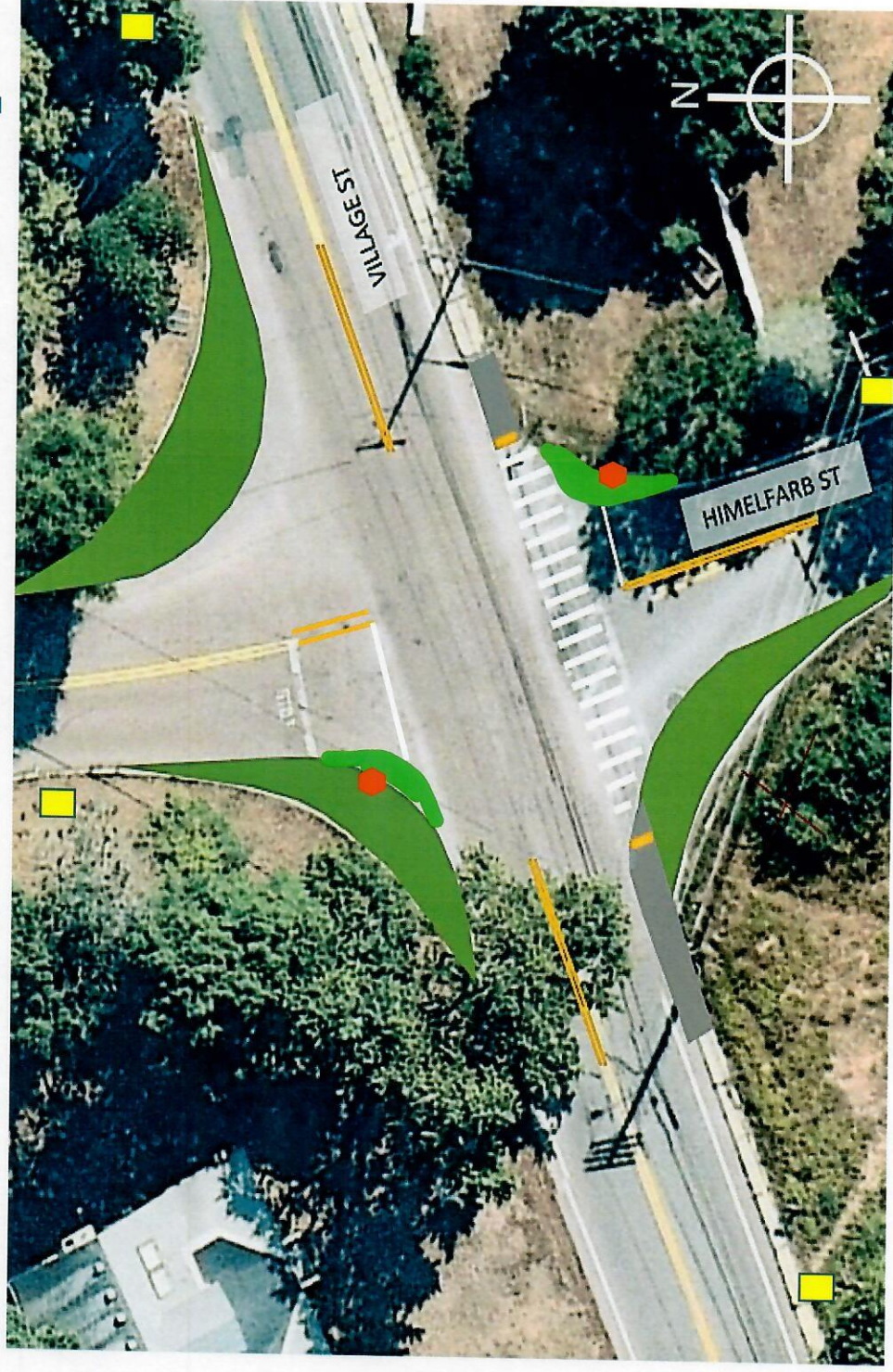
Ms. Riley, Chair of the EDC, provided an update on the “Complete Streets” program. She stated that by adopting this program, the Town can qualify for grants “to make roads more accessible for everyone: vehicles, bikes and pedestrians.” The EDC met with the DPW, Police Chief and Fire Chief to come up with what they consider the five priority areas for potential projects (see attached).

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 7:55 p.m.

Respectfully submitted,

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1) Himelfarb St, Acorn St & Village St Intersection Improvement

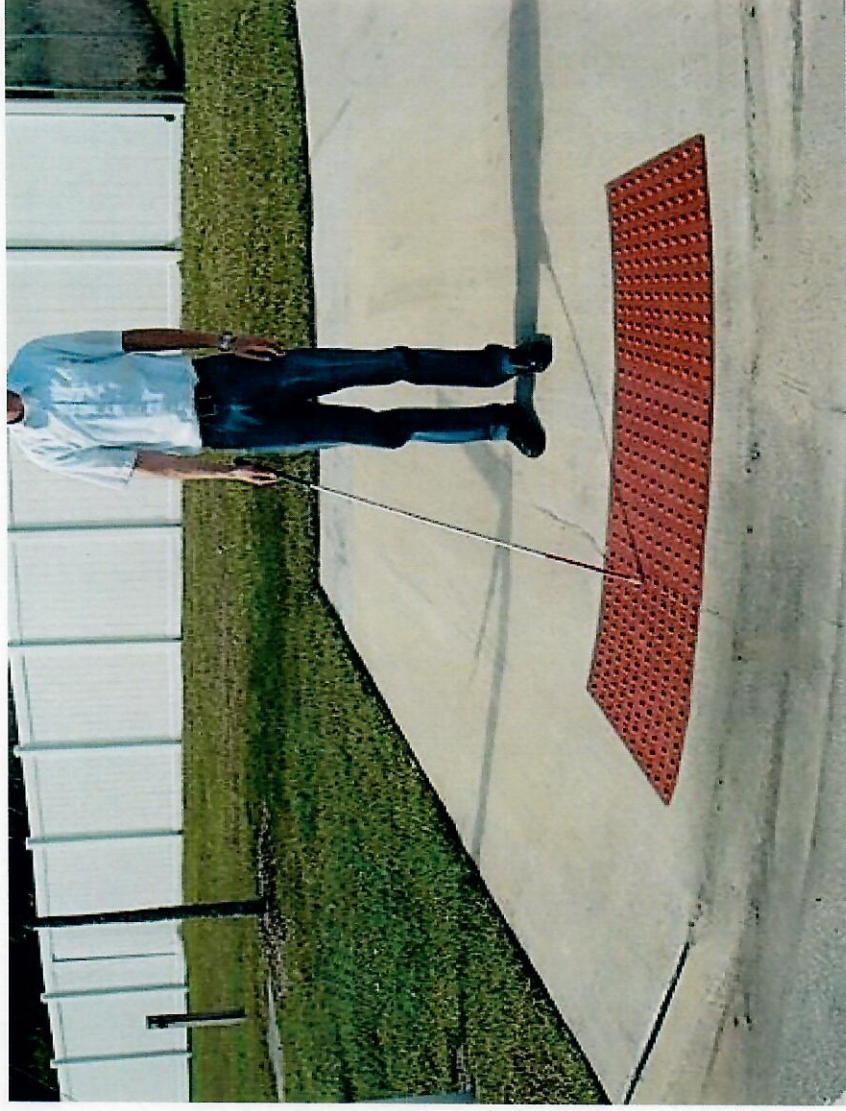


2) Main St Pedestrian Detectable Warning Panels

Estimated Cost \$27,232

Tactile detectable warning panels are a distinctive surface pattern of domes detectable by cane or underfoot that alert people with vision impairments of their approach to street crossings and hazardous drop-offs.

Install 66 detectable warning panels at all crosswalks along Main Street (Route 109) between Hammond Lane and Bridge Street (approximately 2.25 miles). The project will improve accessibility and safety for pedestrians in the downtown area.



3) Middlesex Street and Ridge Street Intersection Improvement



4) Plain Street Sidewalk Reconstruction



5) Main St and Exchange St Intersection Improvements

