

**Town of Westwood  
Islington Center Task Force Meeting  
Wednesday, October 11, 2017 – 6:30 PM  
Sanctuary, ICC, 288 Washington Street**

**Meeting Minutes**

**Task Force Members Present:**

Nora Loughnane, Abby McCabe, Trish Tucke, Rabih Shanshiry, Michael Walsh, Kela Klosi, Al Wisialko, Trevor Laubenstein, Paul Sicard, Jack Patterson, George Hertz.

**Members Absent:** Pam Dukeman, Mike Jaillet, and Mike Reardon.

The meeting began at 6:40 pm.

**Reorganization and Selection of Chair**

Ms. Tucke nominated Mr. Walsh to be Chair, the motion was seconded by Mr. Wisialko, and the Task Force unanimously voted to elect Mr. Walsh as the Chairman.

**Miscellaneous Updates:**

Ms. Loughnane, Director of Community and Economic Development, and Mr. Walsh reported on various items affecting Islington Center, as follows:

**Fire Station II Project**

The Islington Fire Station is now open, with an uncoupling ceremony is scheduled for Thursday, October 12, and there will be an open house and tours available to the public on Thursday, October 26.

**301-323 Washington Street Project**

Bertie's Creative Creamery opened in early July and was successful over the summer. The new mixed use building at 321 Washington Street received an occupancy permit this week, and the lottery for the two affordable units is now open. Anyone with questions regarding the affordable units should contact the Town's Housing Agent for further information.

**Islington Center RFP Project**

The Board of Selectmen and Petruzzello Properties have executed a Memorandum of Understanding (MOU) relative to the Islington Center RFP project. The MOU gives permission for Petruzzello Properties to submit a special permit application to the Planning Board, which is expected by the end of the year. On October 16, the Board of Selectmen will be discussing preservation opportunities for the Blue Hart Tavern. The Selectmen are looking for public input on this historic building.

**Clapboardtree St./Washington St. Intersection Improvement Project**

Plans for intersection improvements to establish a left turn lane from Clapboardtree Street onto Washington Street are nearing completion.

**East Street Bridge Replacement Project**

Construction plans for the East Street Bridge Replace Project are fully designed and public information to be hosted by the MBTA is this evening at 7:30 at the Downey School Cafeteria. Construction and site work is beginning later this month with the bulk of construction to be in spring through summer of 2018. Tonight's meeting will also be filed by Westwood Media Center.

**FMUOD Proposed Zoning Amendment Town Meeting Article**

The Board of Selectmen and Planning Board have brought forward a zoning amendment that would add a residential cap on the number of units that could be constructed in the High Street and Washington Street FMUOD zoning districts. The cap has been set at 90 units per district, including existing residential units previously approved by Planning Board special permit. The 90-unit cap was developed by evaluating the redevelopment capability of the properties within each district and estimating the maximum number of residential units that could be constructed at full build when accounting for parking and traffic circulation requirements. Additional provisions for buffer, landscape and public amenity requirements were not taken into account. These calculations determined a maximum of 119 residential units might be possible on High Street and a maximum of 149 residential units might be possible units on Washington Street. This number was then further reduced to 90 because to account for the feasibility of parcel combination and redevelopment in each district. (Properties such as Roche Brothers in Islington were seen as unlikely to be redeveloped, while properties such as the Stagecoach Plaza on High Street were seen as easily convertible for residential use.) The proposed zoning amendment was not designed to significantly reduce the number of residential units that might be approved by special permit in either district, but rather to provide clarity to residents and developers on the maximum number of residential units that might be possible. It was noted that the Zoning Bylaw section regulating the University Station development has a similar cap on residential units.

### **Comprehensive Planning – Preliminary Draft Update for Town Center Element**

Ms. Loughnane explained that the Task Force would be asked to engage in public review and discussion about the goals, policies and implementation strategies set forth in the Town Centers Element of Westwood's 2000 Comprehensive Plan, and to recommend updates to the Town Center Element to reflect current sensibilities. She said that staff would then prepare a draft update of the Town Center Element for consideration by the Comprehensive Plan Steering Committee in 2018.

Ms. Loughnane stated that a full copy of the Comprehensive Plan is available on the website, and printed copies will be provided upon request. She noted that Task Force membered received printed copies of the 2000 Comprehensive Plan at the April meeting, and that she had a limited number of additional copies of the full plan at this meeting, along with multiple copies of the two-page Town Center Element.

Ms. Loughnane distributed the Town Center portion of the 2000 Comprehensive Plan with notes reflecting changes to reflect existing conditions. She explained that the initial updates include removing the School Administration Building from the Town's inventory, as it is no longer located on High Street, and eliminating the implementing action relative to placing utilities underground in the village centers, because this work has been completed.

A member asked for staff to provide the Task Force with information on the status of other implementation recommendations from since the 2000 plan. Ms. Loughnane briefly reviewed the plan's action items and summarized updates since 2000. She said that additional information would be provided for discussion at the next Task Force meeting.

#### Assignments:

The Task Force members were asked to review the 2000 plan background, goals, and implementation actions, and be prepared to provide feedback at the next meeting. She invited members to send their initial thoughts to her by email so that she can compile them for ease of discussion at the next meeting.

The Chairman opened the meeting up to any comments and questions.

#### Public Comments and Questions:

A resident asked when the Task Force members' comments on the plan would be made public. Ms. Loughnane responded that any comments that are sent to staff will be compiled and provided to the Task Force members and the public at the next Task Force meeting. She explained that the Open Meetings Law prohibits communication and deliberation among members outside of a public meeting, so all members of the Task Force and the public will have their first opportunity to see the comments in the course of a public meeting.

A resident asked when changes might be made to the Washington Street/East Street/School Street intersection to allow for a dedicated left turn movement from Washington Street onto East Street. Ms. Loughnane stated that the configuration and signalization for this intersection would be studied as part of the special permit application for the Public-Private Partnership Islington Center Redevelopment Project. Mr. Walsh responded that possible improvements to the intersection will be reviewed when that project comes forward with a traffic report for the Planning Board's consideration.

A couple of residents asked why the front setbacks were reduced in the local Business Districts. Ms. Loughnane responded that the setbacks were reduced in accordance with the adopted Comprehensive Plan implementation strategy. She noted that this is an example of something that can be discussed during the Comprehensive Plan Update. Ms. Loughnane explained that the Comprehensive Plan Steering Committee can revise goals, policies and implementation strategies to encourage the form of redevelopment that is desirable. She encouraged residents to participate in the Comprehensive Planning process.

A resident asked if the public could inspect the Islington Community Center Building and review the construction estimates. Mr. Walsh responded that the feasibility study for the building was performed last year and is posted on the Task Force's webpage. He noted that printed copies could be provided upon request. Mr. Walsh said that tours of the building would be difficult while the building is in use.

**Approval of Minutes:**

On a motion made by Mr. Wisialko and seconded by Mr. Hertz, the minutes of April 12, 2017 Islington Center Task Force meeting were approved as written.

**Scheduling of Next Meeting:** The Task Force selected the following meeting dates.

- Wednesday, November 8, 2017
- Wednesday, January 10, 2018
- Wednesday, February 7, 2018
- Wednesday, March 14, 2018

On a motion duly made and seconded, the Task Force adjourned at 7:20 pm.

**List of Exhibits:**

Draft minutes from April 12, 2017 ICTF Meeting
Town Center Section of 2000 Comprehensive Plan, redlined for 2018 update
Affordable Apartments in Westwood, 321 Washington Street, Flyer