

Westwood Planning Board Minutes
Monday April 25, 2022
7:00 pm
Via Zoom Remote Participation
Westwood, MA 02090

Pursuant to Chapter 20 of the Acts of 2021, On June 16, 2021, Governor Baker signed into law An Act Extending Certain COVID-19 Measures Adopted during the State of Emergency. This Act includes an extension, until July 15, 2022, of the remote meeting provisions of his March 12, 2020, Executive Order. The April 25, 2022 Planning Board meeting was conducted via remote participation by the Board.

Call to Order:

The meeting was called to order by Chairman Pfaff at approximately 7:02pm. The remote meeting was video recorded by Westwood Media Center and was available on Comcast channel 12, Verizon channel 42 and on Westwood Media's YouTube channel https://www.youtube.com/results?search_query=westwood+media+center. Chairman Pfaff explained the meeting procedures, and how the Planning Board process works.

Present via Remote Participation:

Planning Board members present via Roll Call: Christopher A. Pfaff, David L. Atkins, Jr., Ellen Larkin Rollings, Kathleen Wynne and Thomas P. McCusker. Staff members present: Nora Loughnane, Director of Community & Economic Development, Pat Ahern, Town Counsel and Jessica Cole, who recorded the meeting minutes.

INCOMPLETE APPLICATION – REMOVED FROM AGENDA

Approval Not Required (ANR) Plan - 32 Autumn Drive.

Ms. Loughnane explained that Applicant had until today to file the Property Owner Authorization forms to be considered for this ANR Application. They were not filed so the Application has been closed out and the applicant will have to resubmit.

Review of Draft Meeting Minutes from April 12, 2022:

Ms. Wynne pointed out a typographical error on page 6. Ms. Loughnane corrected that error. Upon a motion made by Mr. Atkins and seconded by Mr. McCusker, The Planning Board voted in favor (5-0) via roll call vote to approve the Meeting Minutes from April 12, 2022 as corrected.

Updates from Agency and Committee Representatives.

None.

General Miscellaneous Updates and Administrative Items.

Ms. Loughnane reported the Zoom call-in number issue to Tish Healey who has not received a report about any other meetings where the call-in number was incorrect. Ms. Healy then referred it to Donna McClellan and they are both checking with Zoom. The links were as Zoom reported them. We are hoping that it does not happen again. The caller said that it has happened at several meetings, but no other instances have been reported to the Select Board's office.

Ms. Loughnane has the Special Permit decision ready for the University Station modification of the Master Development Plan, it requires signatures. All 5 Planning Board members need to sign it. Ms. Loughnane will have the decision at Carby Street during office hours tomorrow and then will deliver it to the Police Station for after-hours availability.

Recognition of David Atkins 6 years of service on the Planning Board.

All members of the Planning Board had lovely memories of Dave Atkins and were very thankful for his service to the Planning Board.

Chairman Pfaff started by saying that Westwood is a better place for Mr. Atkins' service on the Planning Board, which probably started with his Blog. Mr. Atkins is an excellent Planning Board member and was sorry to see him go. All appreciate his service to the Town.

Ms. Loughnane recalled Mr. Atkins talking to her about the Pedestrian and Bicycle Safety Committee and she highlighted his efforts in Town.

Mr. Atkins felt the same about the other members.

Ms. Wynne discussed how much she enjoyed serving on the Pedestrian and Bike Safety Committee and the Planning Board with Mr. Atkins. She also mentioned how thankful she was for his service.

Mr. McCusker said that he was only on the Planning Board for a year, but had been on the other side of the table for many years before that and knows that Mr. Atkins took the Planning Board through some difficult times and was appreciative.

Ms. Rollings stated that she was very impressed with his forward thinking vision and commitment, she was thrilled that they had the one year serving together.

Mr. Atkins stated that, in the tradition of serving, he initially wanted to be on the Planning Board initially because of the Islington Project and wanted something to come out of it. With the Comprehensive Plan, it had been 20 years since it had been reviewed and the Planning Board was able to get it updated and he is proud to be involved with it.

The Planning Board was very appreciative.

Public Comments:

Ms. Nada Milosavljevic-Fabrizio typed in the Chat feature: "Once again neither call-in numbers reflected on this public meeting notice support this meeting."

Ms. Loughnane: Other Boards seem to get phone calls in, we will report it again. The IT Department is looking into it.

Final Comments:

Mr. Pfaff said he had been nervous at the start of the past year with a fairly new Board. He said he is really proud of all of the Planning Board members and impressed with the first year members and how they tackled the Multi-Family Zoning article.

Adjournment:

Upon a motion made by Mr. Atkins and seconded by Ms. Wynne, The Planning Board voted in favor (5-0) via roll call vote to adjourn at 7:21pm.

List of Documents:

Link to Documents: http://westwoodtownma.igmp2.com/Citizens/Detail_Meeting.aspx?ID=1702

Link to the Planning Board web page: <https://www.townhall.westwood.ma.us/departments/community-economic-development/planning-division>