



# Town of Ashland

MASSACHUSETTS

## Planning Board Meeting Minutes

Select Board Meeting Room / Zoom Conferencing  
Town Hall, 101 Main Street, Ashland, Massachusetts 01721

October 12, 2023, at 7:15 PM

Approved by the Planning Board on November 30, 2023

1 Present: Tricia Kendall, Chair  
2 Anna Tesmenitsky, Vice-Chair  
3 Catherine Jurczyk, Clerk  
4 Marcelo Arjona, Member  
5 Deepa Venkat, Member  
6 Amanda Hayes, Associate Member  
7  
8 Others: Peter Matchak, Town Planner  
9

10

### 11 Call to Order

12 Ms. Kendall called the Planning Board meeting to order at 7:23 p.m. She mentioned that the session  
13 was being recorded and broadcast.

14

### 15 Clerk's Report

16 Ms. Jurczyk reported that four public correspondences were received since the last meeting.  
17

18

### 18 Public Comment

19 Joel Arbeitman, the Upper Charles Trail Committee Chair, commented on the Homer Ave project's  
20 safety considerations for the trail and asked how the 60 onsite parking spaces were addressed in the  
21 traffic study submitted by the applicant. He mentioned that Senator Spilka had set aside \$2 million  
22 for the Ashland trail that may be used to fund surveying, engineering, and construction. Mr.  
23 Arbeitman asked the board what impacts must be considered when projects adjacent to the trail are  
24 reviewed.

25

26 Mark Dassoni, 49 Hawthorn Rd., asked for a status update on the downtown project and the  
27 Comprehensive Plan.

28

### 29 Planning Board Representative to the MetroWest Regional Collaborative

30 Select Board Vice Chair Yolanda Greaves explained that the Metro West Regional Collaborative is one  
31 of the sub-regions of the Metropolitan Area Planning Council that represents 101 cities and towns.  
32 Ms. Greave mentioned that each town participating in the Collaborative should have two appointees  
33 or designees, one from the Select Board and one from the Planning Board. She said there could be  
34 an appointee and an alternate to fill the Planning Board position.  
35

36 Amanda Hayes expressed interest in representing the Planning Board.  
37

38 Ms. Jurczyk motioned to appoint Amanda Hayes as the Planning Board representative to the Metro  
39 West Regional Collaborative and Asst. Town Planner Alvaro Esparza the alternate. Ms. Tesmenitsky  
40 seconded. Venkat-aye, Jurczyk-aye, Tesmenitsky-aye, Arjona-aye, and Kendall-aye, with a vote of 5-  
41 0-0.  
42

### 43 **Public Hearings**

#### 44 **400 Cedar St. – Special Permit**

45 Mr. Matchak explained that the applicant, T-Mobile Northeast LLC, is seeking approval to move their  
46 cellular equipment from the top to the side of the town-owned water tank at 400 Cedar St. He noted  
47 that residents in Ashland and Holliston within 300 ft. of the property were notified of the hearing.  
48

49 Adam Braillard, representing the applicant from Prince Lobel Tye LLC, said this application is in  
50 connection with a modification of an existing Special Permit granted in 2002. T-Mobile's response to  
51 the town's RFP to bid for leased space referenced replacing the existing antennas with two sectors of  
52 three-panel antennas, one sector of two-panel antennas, and six remote radio units, all mounted on  
53 the side of the water tank. Mr. Braillard said one of the two existing large cabinets at the tower's  
54 base would be removed and replaced with two smaller cabinets. Regarding the equipment's noise,  
55 he said the smaller radio cabinet has a small fan that was not expected to increase the decibels.  
56

57 Mr. Matchak added that Greg Eldrige, from Haley and Ward Inc., the Dept of Public Works's (DPWs)  
58 third-party consultant, recommended not leasing space to mount antennas on the top of water  
59 towers. The consultant was in the process of reviewing T-Mobile's findings outlined in tab four of  
60 their analysis.  
61

62 The members agreed to delay their vote until after the consultant completed their review. Mr.  
63 Matchak said he would distribute the draft decision to the board by next Friday and consult with Mr.  
64 Eldridge and Mr. Braillard to ensure their signoff is noted in the final decision.  
65

66 Ms. Jurczyk motioned to continue the 400 Cedar St. Special Permit public hearing until October 26,  
67 2023. Mr. Arjona seconded. Venkat-aye, Jurczyk-aye, Tesmenitsky-aye, Arjona-aye, and Kendall-aye,  
68 with a vote of 5-0-0.  
69

70 Regarding concern about potential structural damage to the water tank caused by top-mounted  
71 equipment, although Mr. Matchak said it would be addressed in the DPW's capital improvement  
72 plan, the board asked that Mr. Eldridge provide his opinion on the tank's current structural condition.  
73

74 **9-49 Homer St. – Site Plan and Special Permit – continued from May 11, 2023**

75 The application team, including Atty. Terry Morris, Ron Bourque, and Rick Salvo were in attendance.  
76 Mr. Matchak said the application team met with the Design Review Committee (DRC) Thursday night  
77 and distributed their final memo to the board. The third-party consultant GCG noted several  
78 outstanding engineering items in their review that would be discussed tonight, and all the material  
79 samples were submitted and displayed on the table.

80  
81 The members agreed to postpone their review of GCG’s findings and focus on the DRC’s list.

82  
83 Regarding the DRC’s report, Mr. Morris explained that they focused on the treatment of the  
84 sidewalk, the facades, and the plazas in front of each building shown in the pictures and plans he  
85 displayed. The plazas would allow flexibility to accommodate different types of tenants and benches  
86 for the community’s use. He reviewed the landscaping plans documenting the specific plantings and  
87 noted that bicycle racks would be near the road.

88  
89 The members reviewed the sample façade materials displayed in the board room and recommended  
90 by the DRC. They discussed whether a warm color scheme that complements the historic train  
91 station should be used. The board asked the applicant to provide renderings with two color options:  
92 a warm and cool color palette. Ms. Kendall asked the applicant to provide examples of the proposed  
93 signage. The applicant confirmed that significant snowfall would be removed from the site. Mr.  
94 Matchak agreed to contact Greg Eldridge, the water and sewer consultant, to verify service capacity  
95 for the site, given the current sewer moratorium. He would also consult GCG regarding the sewer  
96 pump grinder.

97  
98 The board reviewed the DRC’s remaining recommendations and provided their approval or opinion.  
99 They asked the applicant to complete their response to GCG’s memo and the DRC’s feedback they  
100 agreed to or discussed with the DRC and bring back to the board items that would be difficult to  
101 accommodate or interfere with the design process.

102  
103 Mr. Matchak noted that a continuance was accepted from Mr. Morris and would be filed tomorrow  
104 with the Town Clerk to extend the public hearing process until November 17, 2023.

105  
106 Ms. Jurczyk motioned to continue the 9-49 Homer Ave Site Plan and Special Permit public hearing to  
107 October 26, 2023. Ms. Tesmenitsky seconded. Venkat-aye, Jurczyk-aye, Tesmenitsky-aye, Arjona-  
108 aye, and Kendall-aye, with a vote of 5-0-0.

109  
110 **Report on Planning Topics:**

111 **Scenic Roads Outreach**

112 No discussion.

113  
114 **Economic Impact Tool**

115 Mr. Matchak will attend Framingham State University’s MetroWest Economic Research Center  
116 (MERC) Advisory Board meeting on Friday, October 27, 2023.

117

118 Parking Memo  
119 No discussion.  
120  
121  
122 **Reports from Board Members and Town Planner:**  
123 Comprehensive Plan  
124 Ms. Jurczyk reported that two co-chairs were elected. The next Comprehensive Plan meeting is a  
125 week from today, and the public is welcome to attend.  
126  
127 Design Review Committee (DRC)  
128 No discussion.  
129  
130 Sustainability Committee  
131 No discussion.  
132  
133 Community Preservation Committee (CPC)  
134 No discussion.  
135  
136 Other  
137 None.  
138  
139 **Administrative Matters: future meetings, public hearings**  
140 **Planning Office Updates**  
141  
142 Whitmore Estates Definitive Subdivision  
143 Mr. Matchak reported that Town Counsel has proposed an executive session for next Wednesday,  
144 October 18, 2023, at the Select Board meeting.  
145  
146 100-130 Chestnut Street (Village of Americas)  
147 Mr. Matchak reported that the foundation walls were poured, and GCG inspected the water and  
148 sewer connections.  
149  
150 501 Pond Street  
151 No discussion.  
152  
153 399 Union Street / Starbucks  
154 Mr. Matchak reported that the Starbucks foundation has been poured, and grading is underway. The  
155 muralist applications are due in mid-November 2023.  
156  
157 12 Pond Street  
158 No discussion.  
159  
160 Applications Received  
161

162 Next Meeting

163 The next Planning Board meetings are scheduled for October 26, 2023, November 9, 2023,  
164 November 30, 2023, and December 14, 2023. The Planning Board and the Select Board will jointly  
165 meet to review the MBTA Zoning on November 15, 2023.

166

167 Other

168 None.

169

170 Minutes Review

171 Ms. Jurczyk motioned to accept the August 24, 2023, Planning Board minutes as amended. Ms.  
172 Tesmenitsky seconded the motion: Venkat-aye, Jurczyk-aye, Tesmenitsky-aye, Arjona-aye, and  
173 Kendall-abstain, with a vote of 4-0-1.

174

175 ***Adjournment***

176 Ms. Tesmenitsky motioned to adjourn the meeting at 10:03 p.m. Mr. Arjona seconded. Venkat-aye,  
177 Jurczyk-aye, Tesmenitsky-aye, Arjona-aye, Amanda Hayes, and Kendall-aye, with a vote of 6-0-0.

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