

PLANNING BOARD  
WEDNESDAY, FEBRUARY 12, 2025  
RESOURCE ROOM

Attendance: Chair Jake Schultzberg, vice chair Meg Schlesman, Mike Derose, Rich Preston, Jake Gniadek, Mike Greco, Mike Zwicker

Absent: Aaron Socrat, Ernie Marks – both excused

Jake Schultzberg called the meeting to order at 7:04 pm.

1. (1:20 TS) ANR's – 43 Perry Street – Possible votes  
Raouf Mankaryous with Alpha Omega Engineering and gave a rundown of the project to create a parcel from 43 Perry Street with a shared driveway. Matt Benoit went over the accessibility and the wetlands and showed photos of the property. Mr. Benoit's opinion is that he does not think there is a physical barrier that prevents them from approving the ANR.  
(6:10 TS) Motion to endorse the ANR for 43 Perry Street made by Mike Zwicker, 2<sup>nd</sup> by Mike Greco. The vote passed unanimously.
2. (6:50 TS) 7:00 PM Public Hearing: Proposed Amendments to the "Rules & Regulations Governing the Subdivision of Land" – Possible votes  
Jake Schultzberg opened the public hearing and will take public comment first and table the discussion until after the workshop.  
(7:30 TS) Motion to waive the reading of the public notice made by Mike Zwicker, 2<sup>nd</sup> by Meg Schlesman. The vote passed unanimously.  
(8:15 TS) Motion to recess this discussion to later made by Mike Zwicker, 2<sup>nd</sup> by Rich Preston. The vote passed unanimously.

Additional Business:

3. (8:30 TS) Hazard Mitigation Plan – Public Workshop  
Kelly Manning Deputy Fire Chief and emergency management director joined the table and thanked the board and everyone that has taken the time to come out to join the workshop. Craig Pereira the consultant with Horsley Witten Group, Inc., who has been working on this project with Ms. Manning and other town employees. Mr. Pereira is working with them to update the 2017 Hazard Mitigation Plan that is currently out of compliance, once the plan is in place and approved by MEMA and FEMA and it gets adopted by the community the town will be able to apply for federal funding should there be a disaster declared in the town or in the state. The overview of what they will be discussing in the workshop is as follows:
  - Hazard Mitigation Planning Overview
  - Federal/State Guidance
  - Hazard Mitigation Process
    - Risk Assessment
    - Goals
    - Projects/Action
    - Implementation
  - Hazard Index
  - 2017 Plan Report Card
  - Project Schedule

The Douglas Local Hazard Mitigation Team (LHMT) includes

- Matthew Benoit – Community Development Director

- Mark Dunleavy – Patrolman/Information Technology
- Kristin Harris – Board of Health
- Kelly Manning – Assistant Fire Chief/Project Manager
- Nick Miglionico – Police Chief
- Robert Sullivan – System's Manager Water/Sewer Department
- Matt Wojcik – Town Administrator
- Gabriella Spitzer – Environmental Planner, Horsley Witten Group, Inc.
- Craig Pereira – Project Manager, Horsely Witten Group, Inc.

Mr. Pereira went through the points in detail with a PowerPoint presentation. The mission of the Douglas Hazard Mitigation Plan is to plan effectively to reduce risks and protect the whole community. The goal is to have the draft update available for public comment for the summer of 2025 and draft update to MEMA in the fall of 2025. There was a discussion about the plans of removing the dams at Hayward Landing and grants the town can apply for. Marcy LeBlanc at 42 SW Main St asked about applying for funding and asked about subdivision planning. Willis Drew at 311 South Street inquired if other towns are going through this same process, and Mr. Pereira stated that he is currently working with 8 other communities in the area. There are 2 more committee meeting they have scheduled and gather some data needs along with completing the mapping and overlay analysis and finally one last public workshop before the draft is ready for public review.

(1:01:15 TS) Public Hearing: Proposed Amendments to the "Rules & Regulations Governing the Subdivision of Land" – Possible votes

(1:01:30 TS) Motion to come out of recess made by Rich Preston, 2<sup>nd</sup> by Meg Schlesman. The vote passed unanimously.

Matt Benoit went over the revised changes to the rules and regulations and Mr. Benoit and the Board members had a lengthy discussion about the revisions section by section in detail. The Board agreed to make trees optional, and Matt Benoit will run it by Town Counsel and Adam Forno.

(1:54:15 TS) Motion to continue the public hearing to February 26, 2025, at 7 pm, made by Mike Zwicker, 2<sup>nd</sup> by Rich Preston. The vote passed unanimously.

4. (1:58:05 TS) 2024 Draft Annual Report – Possible votes

Matt Benoit added the language requested by the Board at the last meeting about the Master Plan Committee.

(1:58:45 TS) Motion to approve the 2024 Annual Report made by Mike Deroose, 2<sup>nd</sup> by Meg Schlesman. The vote passed unanimously.

5. (1:59:05 TS) Letter – New Owner BV Logistics

They are required by the towns' decisions to let the town know that there are new owners, which is Rockpoint Group, LLC, Uxbridge Distribution Owner, LLC.

6. (1:59:55 TS) Stormwater Bylaw Discussion – Possible votes

The Selectmen and meeting with the Stakeholder Committee next week to review the draft, Matt Benoit stated that it would be good for the Planning Board to review it as well because they are going to be the permitting authority on these bylaws. Matt Benoit showed the Board the Map they decided to use and discussed an issue that arose today with the labeling of the map versus the labeling of an area on the map. Matt Benoit discussed his meeting with Conservation and that the Conservation voiced their desire to have this under their authority as opposed to the Planning Boards authority. They discussed putting a date on the map because the Stakeholder Committee wants it to have to go back to Town Meeting anytime there is map change.

(2:12:40 TS) Motion to support the Stormwater Bylaw as printed with the discussed amendments, made by Meg Schlesman, 2<sup>nd</sup> by Rich Preston. The vote passed unanimously.

7. (2:14:15 TS) Meeting Minutes: January 15, 2025 & January 29, 2025 – Possible votes  
(2:15:05 TS) Motion to approve the meeting minutes of January 15, 2025, as written, made by Mike Zwicker, 2<sup>nd</sup> by Mike Greco. The vote passed unanimously. With a minor amendment to add Bob Minarik's last name.  
Mike Zwicker asked about the Douglas Package project and the Dunkin Donuts project. Matt Benoit stated that the Douglas Package has to acquire permits from the state and they are not abandoning the project, Dunkin Donuts project is no longer moving forward.

8. (2:20:00 TS) Open session for topic not reasonably anticipated 48 hours in advance of the meeting.  
Matt Benoit listed the 10 placeholders for the town meeting warrant, which are as follows:

- Stormwater Bylaw and Map (possibly two separate)
- Whitin Heights Road acceptance
- Joseph Road acceptance
- William Drive road acceptance
- Mass Trails grant (Conservation and Open Space)
- Conservation Commission budget request for signage for open space parcels
- Amendment to zoning bylaw appendix A, adding multi-families
- Amendment to zoning bylaw section 3.2.2, use of trailers for storage
- Updates to the ADU bylaw that was passed in the fall, the Attorney General's office is currently reviewing the town's draft proposal.
- Abandoning of public ways

Upcoming Meetings: February 26, 2025 & March 12, 2025

(2:28:40 TS) Motion to adjourn the meeting, made by Mike Zwicker, 2<sup>nd</sup> by Jake Gniadek. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin