

Holliston Planning Board Meeting Minutes of July 28, 2016

In Attendance: Chairman Taro Matsuno, Geoffrey Zeamer, Josh Santoro and Warren Chamberlain. David Thorn was absent.

Call to Order: The Chairman called the regular meeting to order at 7:00 p.m. in Room 105 of the Town Hall, 703 Washington Street.

General Business:

1. Downtown Corridor Plan Discussion

Members reviewed a draft Scope of Services for the Downtown Corridor plan as prepared by MAPC staff dated July 2016. Ms. Sherman noted that she had scheduled an initial site walk with staff for August 4th. Details of the project timeline will be discussed as well.

Members agreed on the proposed September 8th public workshop date proposed by Cecil Group for the Downtown Initiative streetscape design. A suitable location and venue will be selected.

2. Approval of Minutes of July 19, 2016

On a motion by Mr. Chamberlain, seconded by Mr. Santoro, the minutes of July 19th were approved as drafted.

3. Washington Hills of Surety Reduction

Based on a Form E Construction Cost Estimate prepared by Mike Rosati of Marchionda Associates dated July 22, 2016 and the recommendation of AP Associates and the Board of Health Agent, the members approved a reduction in the project surety to \$2,807,840 on a motion by Mr. Zeamer and seconded by Mr. Chamberlain.

4. Summitpointe of Subdivision Extension

On a motion by Mr. Zeamer, seconded by Mr. Chamberlain, members voted to grant a construction extension to January 5, 2017 to coordinate with the surety renewal period.

5. Resignation of Taro Matsuno

With regrets, members accepted Mr. Matsuno's resignation. Members will work to secure a replacement and meet with the Selectmen to appoint a replacement.

Adjournment - The meeting was adjourned at 8:00 p.m. on a motion made and duly seconded. The next meeting was scheduled for August 11, 2016.

Respectfully submitted,

Karen L. Sherman, Town Planner