

Town of Randolph Regular Meeting Minutes
Development Review Board
7 Summer St. and Zoom
(DRAFT) May 15, 2023

This meeting was hybrid, with remote access provided via Zoom

In attendance:

Board Members Present: Matt Murawski (in person); Bill McGrath, Daniel Devoe, John Hurt (via Zoom)

Board Members Absent: Chris Recchia

Municipal Staff: Mark Rosalbo

Public Attendees: Ruth Tucker, Peter Harvey, Scott Robinson (in person), Ramsey Papp (hybrid)

1. Matt called the meeting to order at 7:05
2. Public comment – no public comment
3. Approval of minutes: Bill McGrath made a motion to approve the amended minutes of April 17, 2023, seconded by John, and all voted in favor (4-0-0) Approval of minutes was tabled until the end of the meeting

4. Race Metalsmiths, Inc. (5. On the public notice) Scott Robinson lives locally. Matt mentioned that the building has been vacant for about 15 years. Scott said he intends to clean up around the building, paint, and replace windows. Limit the number of entrances to avoid traffic issues. Matt said there is a need for a second entrance. Scott said there would be no regular delivery schedule. Could designate one of the entrances as one-way – **need to add an Exit Only sign to one side**. Scott agreed to add a sign. Scott reiterated that he is leasing the building for now only. Currently have four full-time employees and two customers. Matt stated it was clear that anywhere from 6 to 15 cars in paved areas could easily park. Scott agreed to add a sign. Parking, loading, and Service areas: Scott said they would not often use the loading dock. Does not require additional screening of the parking area. Bill asked if there would be a dumpster, Scott sees one small dumpster towards the far end of the building to minimize visual. Matt stated – that the dumpster should be screened w vegetation or a wooden fence. Bill mentioned that trucks need to get to the dumpster, which is possibly at odds with the regs. Scott agreed to keep the dumpster against the building. Matt asked about outdoor storage. Scott does not plan to keep any equipment outdoors. Scott mentioned he would install light security lighting. Matt said any lighting added or upgraded should be downcast lighting and to use timers when possible. Scott sees a low volume of truck service. **At 7:24 Dan made a motion to approve the application, and Bill Mc seconded the motion. The motion passed 4-0-0.**

5. Bethany Church and United Church of Christ Center (4 on the public notice), Ruth spoke about the need for childcare, and they identified what they want to do in the future but have no money yet. She then described the plan to use the first floor of the. Need 75 sq ft per child. Or 2,880 sq ft for 20 children. Spotlights on the back are/will be motion detector lights w the wheelchair ramp. Dan asked if they proposed a change in lighting or not. Ruth thinks the lighting is adequate. Matt stated the need for downcast lighting. Matt stated that installing a fence is outside our jurisdiction. Matt brought up onsite parking circulation and where parking would be. Ruth said they could park on either side of the daycare building. Ruth said parents could easily park to drop off children. Matt asked about turning around to get out. Matt stated to spell out how to move traffic without creating dangerous situations in the final application. Ruth asked how to show it on the plan, and Matt said it should be included in the drawing. Ruth stated that they did not need additional water allocation. Dan asked if there would be a dumpster, and Ruth said no intention of getting one. Matt stated that Mark could show Ruth what the site plan needs to be considered complete. Ruth asked about a sign in the future. Matt stated that the zoning administrator could issue a sign permit. The final permit will include communication of the agreement to use the parking lot for the playground and that the Zoning permit would be issued with the condition that the agreement between all parties maintaining ownership remains valid. No motion is needed as this is a preliminary review only.

At 7:54 the meeting was adjourned. June 19 – next meeting

June tenth is a holiday