

**Devens Enterprise Commission  
(DEC) Public Hearing and Regular Meeting  
Minutes December 8, 2022**

**Members Present:** Duncan Chapman, Dix Davis, Melissa Fetterhoff, Robert Gardner, Christopher Lilly, William Marshall, Martin Poutry, Debra Rivera, Paul Routhier, Deborah Seeley

**Staff:** Peter Lowitt, Neil Angus, Beth Suedmeyer, Dawn Babcock

**Guests:** Meg Delorier (Acting EVP for MassDevelopment)

**Members Absent:** Jim DeZutter, Jim Pinard

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**(7:31 AM) Chairman William Marshall called the meeting to order** and did a roll call

Mr. Marshall read that the Devens Enterprise Commission Regular Meeting and Public Hearing is being held virtually in accordance with the Act (Senate Bill #2475) relative to extending certain COVID-19 measures adopted during the state of emergency. Interested individuals can listen in and participate by phone and/or on-line by. Persons with disabilities or requiring interpretation wishing to listen or participate should contact 978.772.8831 x3334. In accordance with the State's Open Meeting Law, Mr. Angus informed all attendees that the Devens Enterprise Commission is recording this meeting.

**(7:33 AM) Chairman Marshall noted, we will need to nominate Ms. Rivera as a Regional Representative for this meeting. He then asked for a Motion to Nominate Ms. Rivera which was made by Mr. Lilly and seconded by Mr. Davis. The motion was approved unanimously by a roll call vote.**

**(7:35 AM) Mr. Marshall reviewed the Agenda of today's meeting**

**(7:37 AM) Review Minutes:**

- **November 29<sup>th</sup> Minutes** were discussed, and Mr. Marshall asked if anyone had any edits or concerns. None were noted. Mr. Marshall then asked for a motion to accept the minutes as written and the motion was made by Ms. Seeley and seconded by Mr. Gardner. The Motion to approve the November 29<sup>th</sup> minutes was **Approved by a roll call vote.**

**Public Hearings:**

**No topics for today's meeting**

**New Business:**

- **(7:38 AM) Renewal of the 5 Liquor and 11 Victualler's Licenses for 2023.** Mr. Lowitt noted it is time to renew the Victualler's and Liquor Licenses for Red Tail Golf Course, Bandoleros, Conference Center, Hilton Garden and Spring Hill Suites. As well as the Victualler's Licenses for Marty's Corner Café, Pizza Bella, Rapid Refill, Dunkin Donuts, Bristol Myers Squibb, and Tara Vista Behavior Health. Mr. Lowitt commented that we had not heard back from the State Police regarding our inquiry into the establishments and any issues they may have had this past year. So, we are taking no word as meaning no issues. Mr. Lowitt noted he would recommend approving all 11 Victualler's Licenses and approving the 5 Liquor License Renewals that will need to be sent on to ABCC for final approval. Mr. Marshall asked the commissioners if there were any questions, none were asked. Mr. Marshall asked for a motion to approve the Liquor License Renewal for the 5 entities as well as the Victualler's Licenses for the 11 entities. The motion was made by Mr. Gardner made the motion and Mr. Davis seconded the motion. The motion to approve all the renewals was **Approved by a roll call vote.**
- **Mr. Marshall asked if there was any other new business. Mr. Lowitt noted that there was not any other new business at this time.**

**(7:42 AM) Old Business:**

- **Mr. Marshall asked if there was any old business. Mr. Lowitt brought the commissioners up to date the DEC is processing the intake center building permit for a change of use, and they plan to have that processed either this afternoon or Friday. Most likely Friday and they expect occupancy to begin early next week. Mr. Marshall asked if the trailers were on site already. Mr. Lowitt noted that they have been permitted and are getting ready to be installed. Mr. Angus noted that one**

of the shower trailers is on site as of Wednesday afternoon and the third party and MEMA are actively working to get them installed and the site up and running.

**(7:44 AM) Public Comment** – Mr. Marshall asked if there are any questions from the public. None were asked

**Mr. Marshall then noted the upcoming meetings. December 20<sup>th</sup> at 6:45 PM which is the Public Hearing and then January 5<sup>th</sup> 7:30 AM the Monthly Meeting.**

**(7:45 AM) Mr. Marshall asked for a motion to adjourn into executive session to discuss personnel issues. The executive session will not return to public hearing. The motion was made by Mr. Routhier and seconded by Mr. Davis. Adjournment was concluded unanimously by Roll Call.**

### **List of Exhibits**

#### **Agenda**

#### **Minutes**

- November 29<sup>th</sup>

#### **New Business**

- Liquor/Victualler's License Renewal Forms
  - Red Tail
  - Bandoleros
  - Hilton Garden Inn
  - Spring Hill Suites
  - Conference Center

#### **Victualler's License Renewal Forms**

- Rapid Refill
- Marty's Corner Café
- Pizza Bella
- Dunkin Donuts
- Bristol Myer Squibb
- Tara Vista Behavioral Center