

**Devens Enterprise Commission  
(DEC) Public Hearing and Regular Meeting  
Minutes March 3, 2022**

**Members Present:** Dix Davis, James DeZutter, Melissa Fetterhoff, Robert Gardner, Chris Lilly, Paul Routhier, Deb Rivera, Deb Seeley, Bill Marshall Marty Poutry joined at 7:42 AM  
**Staff:** Peter Lowitt, Neil Angus, Dawn Babcock  
**Guests:** Doug Hartnett, Julie Ferrer, Tyson Regnoso (all representing 45 Jackson Road)  
**Members Absent:** Duncan Chapman, Jim Pinard

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**(7:30 AM)** Chairman William Marshall called the meeting to order

Mr. Marshall noted that this 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 following the link and phone # above. 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. Marshall informed all attendees that this meeting is being recorded by the Devens Enterprise Commission.

**(7:35 AM) After doing a roll call Mr. Marshall noted that Commission move to appoint Alternate Ms. Rivera to be a voting member for today's meeting.** The motion was made by Mr. Gardner and seconded by Ms. Seeley. The motion to appoint Ms. Rivera was **unanimously approved by a roll call vote.**

**(7:36 AM) Reviewed Agenda:**

**(7:38 AM) Review Minutes:** Feb 22<sup>nd</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 Mr. Gardner and seconded by Mr. Davis. The Motion to approve the minutes was **Approved unanimously by a roll call vote.**

**( 7:39 AM) Public Hearings:**

**King Devens LLC Level 2 Unified Permit – 45 Jackson Road.** Mr. Angus lead this discussion by reminding everyone that this is a continuation of the Feb 3<sup>rd</sup> public hearing which is regarding a waiver for a 2<sup>nd</sup> free standing sign at the 45 Jackson Property. Mr. Angus then handed the floor over to Mr. Hartnett from HighPoint who noted that the property owners have received the Draft of the Record of Decision (ROD) and they have no issues with it's content. Mr. Marshall opened the hearing to the public for questions. None were asked. He asked for a motion to move to close the hearing, which was made by Mr. Gardner and seconded by Ms. Seeley the motion was **Approved by the 9 of the voting members. Mr. Poutry had to abstain as he joined at the end of this topic.** Mr. Angus went over the Waiver requested, the proposed Findings and Conditions; then Mr. Marshall asked if there were any comments/questions from the public. None were asked, so he asked for the motion to approve the Waiver for a second free standing sign on 45 Jackson Road. The Motion was made by Mr. Gardner and seconded by Mr. Davis. The Waiver was **Approved by the 9 of the voting members. Mr. Poutry had to abstain as he joined at the end of this topic.**

Then Mr. Marshall asked for the motion to Approve the Unified Permit with conditions of approval as set forth in the draft record of decision. **Mr Gardner made the motion and Mr. Davis seconded the motion. The Unified Permit was Approved by the 9 of the voting members. Mr. Poutry had to abstain as he joined at the end of this topic.**

**(7:53 AM) New Business**

Mr. Marshall asked if there was any new business and Mr. Lowitt had an announcement. Mr. Angus has been voted in as a Member of the Fellows of the American Institute of Certified Planners. He is one of 500 in the world. Mr. Lowitt also noted that DEC is perhaps the only community in the world to have 100% of its staff as Fellows of the American Institute of Certified Planners.

Mr. Lowitt also noted that the meeting March 29<sup>th</sup> is going to be a full one as we have 3 Public Hearings on the docket. Mr. Marshall noted that he will not be attending the meeting on the 29<sup>th</sup> and Mr. DeZutter will be chairing the call.

**(7:55 AM) Old Business**

- Conflict of Interest Training Reminder Mr. Marshall asked that Ms. Babcock send the reminder out to the members who have not yet completed the training.

**(7:56 AM) Public Comment** - Mr. Marshall asked if there were any questions or comments from the public. There were no comments or questions at this time.

**(7:58 AM) Motion to Adjourn Made by Mr. Gardner and Seconded by Mr. Davis and was approved unanimously by a roll call vote.**

**List of Exhibits:**

- Agenda
- Meeting Minutes
  - February 22nd
- Record of Decision – King Devens LLC 45 Jackson Road