

**Devens Enterprise Commission (DEC)**  
**Remote Regular Meeting**  
**Minutes October 9, 2025**

**Members:** Duncan Chapman, Melissa Fetterhoff, William Marshall, Jim Pinard, Marty Poutry, Paul Routhier, Carl Sciple, Deborah Seeley

**Members Absent:** Robert Gardner, Christopher Lilly, Debra Rivera

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

**Guests:** Jillian Wahl (Reframe), Meghan Bruckman (civil engineer – Reframe), John Marc-Aurele (Mass Development Engineering), Meg Delorier (EVP MassDevelopment), Erik Hokenson (MassDevelopment Real Estate)

**(7:32 AM) Chairman William Marshall called the meeting to order**

Mr. Marshall read that the Devens Enterprise Commission (DEC) Meeting is being held virtually pursuant to the March 28, 2025, Act signed by the Governor extending the ability of state and local public meetings to be held in a hybrid or remote format through June 30, 2027. 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, we wish to inform all attendees that this meeting will be recorded by the Devens Enterprise Commission.

**(7:34 AM)** Chairman Marshall did the roll call for the meeting

**(7:35 AM)** Mr. Marshall reviewed the agenda of this evening's meeting.

**Review Minutes:**

- **(7:38 AM) September 30<sup>th</sup> Draft Minutes:** Mr. Marshall asked if the minutes were ready to be reviewed were discussed. Ms. Babcock noted that they weren't ready for review but would be at the next meeting.

**Public Hearing Continued:**

- **(7:38 AM) Level 2 Unified Permit** Application by Reframe Systems for an Innovative Residential Development Definitive Subdivision, and Site Plan approval to create six (6) lots and construct six (6) modular construction duplexes (12 residential units) and associated site improvements along a portion of Adams Circle. **Property located at 100 Adams Circle (parcel ID# 026.0-0010-0100.0)**, Devens, MA in the Residential II District. Mr. Angus noted that Reframe has provided a revised packet that addressed the modifications that were discussed at the September 30<sup>th</sup> Public Hearing. Mr. Angus then turned the floor over to Ms. Wahl and she noted the updates to the civil plans and stormwater reports. She also noted that the test pits for the stormwater retention have been scheduled. The landscape plans have been updated to retain the tree canopy that was originally slated to be removed as well as note that the new plantings will be native trees and bushes with the exception of the plantings in the bioswale. The bioswale plantings will not be native as the landscape architect noted that the native plants wouldn't survive in the bioswale. Ms. Wahl also noted that the planned fence installation would be decreased on the property to protect more trees and avoid slope disturbance. The construction will be in two phases: the first will be the installation of units 1-10 and second will be units 11 – 12. Mr. Angus noted that Reframe has submitted their responses to the conditions yesterday but the DEC hasn't had time to review them. Mr. Angus asked about the Affordable Housing, Ms. Wahl noted they the plan to move all three of them into phase 1 (two of them will be 80% AMI and one of them will be 100% AMI). Mr. Marshall asked if the commissioners had any questions and none were asked. He then asked if there were any questions from the public. Ms. Suedmeyer asked about the material going to be used for the rear step, and pavers to the shed? Ms. Wahl noted that the patio will be a made by a Trex material and the pavers are still under discussion. Once decision is made the information will be added to the plans. Mr. Angus noted that a majority of the items

identified earlier have been addressed and MassDevelopment has agreed to take on all the necessary steps to address the public street improvements including, utilities, and sidewalks. Mr. Marshall then asked for a motion to close the hearing. **The motion to close the hearing was made by Mr. Pinard and seconded by Mr. Sciple. The motion to close the hearing was approved unanimously by a roll call vote.** Mr. Angus then went over the Record of Decision and he noted that there are two waivers. The first waiver request was a tree waiver, however after the latest landscape review, a number of the trees will not be removed so there is no concern for this waiver request. The second waiver is regarding the encroachment on the front yard setback as they would like to see about having the porch going into the setback. Mr. Angus noted it was a minor encroachment and would actually reduce driveway lengths and pavement, as well as push the homes closer to the street. The porches are not part of the principal structure (not habitable) so there were no concerns. Mr. Marshall asked for a motion to approve the waivers. **The motion to approve the waivers was made by Ms. Seeley and seconded by Mr. Pinard. The Waivers were approved by a unanimous roll call vote.** Mr. Angus then went over the ten findings noted in the ROD. Mr. Angus asked if there were any questions regarding any of the findings listed? None were asked. Mr. Angus then moved on to the twenty-one conditions listed in the ROD. The first seven conditions are the standard conditions. Condition thirteen noted that off-site improvements need to be completed prior to the certificate of occupancy being issued and condition 20 with the units being on a slab with no foundation the developer will need to supply freeze and thaw protection. Mr. Marshall asked if there were any questions from the Commissioners and then the Public but none were asked from either. Ms. Wahl asked about the resident's handbook and when it needs to be published. Mr. Angus noted that the handbook needs to be completed prior to the first Certificate of Occupancy being issued. Mr. Marshall then asked for a motion to approve the unified permit as amended. **The motion to approve the Unified Permit as amended was made by Mr. Pinard and seconded by Mr. Routhier. The motion to approve the Unified Permit as amended was unanimously approved by a roll call vote.**

#### **New Business:**

- **(8:16 AM) 105 CMR 590 and FDA Food Code Variance request by Bristol Myers Squibb/Sodexo Café. Property located at 38 Jackson Road, Devens, MA:** Mr. Angus noted that this unique food service request which requires the Board of Health Inspection and approval. Sodexo is looking to start serving sushi at the Bristol Meyers Squibb café. FDA requires food to be stored at specific temperatures, however, sushi rice is treated with vinegar so it doesn't need to be refrigerated. The Board of Health is required to inspect the storage of the rice to ensure it remains safe for consumption. Mr. Angus noted that the required tests and inspections have been completed and the paperwork has been submitted. Mr. Marshall asked if there are any questions and none were asked. Mr. Marshall then asked for a motion to approve this variance. **The motion was made by Mr. Sciple and seconded by Mr. Pinard. The motion to approve this variance was approved unanimously by a roll call vote.**
- **(8:22 AM) January to June 2026 Meeting Schedule:** Mr. Angus shared the draft schedule of the Devens Enterprise Commission Meetings for the first half of 2026. Mr. Angus noted that the meeting dates listed do not overlap with holidays and they can be adjusted should something come up. Mr. Marshall asked for a motion to approve the meeting dates for the first half of 2026. **The motion to approve the meeting dates was made by Ms. Seeley and seconded by Mr. Pinard. The motion to approve the meeting dates for the first half of 2026 was unanimously approved by a roll call vote.**
- **(8:25 AM) Read File:** Mr. Angus noted that there were no new articles since the September 30<sup>th</sup> Meeting so there is no Read File to review.

#### **Old Business:**

- **(8:25 AM) Mr. Marshall asked if there were any Old Business and Mr. Angus noted that there is no Old Business.**

Ms. Fetterhoff asked for an update on the business plan from Devens Eco-Efficiency Center and the funding we have committed too, as year timeline is coming soon. Mr. Angus noted that the business plan is under way and that Ms. Neely is working with a consultant on the plan.

**(8:27 AM) Public Comment:**

- Mr. Marshall asked if there were any questions/comments from the Public, none were asked.

**(8:27 AM)** Mr. Marshall noted the next scheduled meetings are October 28<sup>th</sup> at 6:45 PM, (Hybrid Meeting) and November 6<sup>th</sup> at 7:30 AM, (Zoom Meeting).

Mr. Angus noted that he has attended a few events that he wants to share with the Commissioners. Mr. Angus attended the US Green Council meeting in Boston which was a national forum and Devens had received a number of shout outs during the event as a LEED for Cities and Communities Certified Community. Mr. Angus also attended the Loaves and Fishes yearly event. Mr. Angus noted that the event was to a packed house and we received another acknowledgement for the donations they received from the Farmers Market.

Ms. Suedmeyer noted that MassDevelopment is hosting their Fall Festival tonight from 4:00 – 6:00 PM. She then noted that last Farmers Market for the year is next Tuesday from 11:30 – 1:30. Ms. Suedmeyer also noted that the pocket forest work day she noted at the last meeting has been postponed.

Mr. Marshall asked if there were any more updates or comments, none were made.

**(8:31 AM) Mr. Marshall asked for a motion to adjourn. The motion was made by Mr. Routhier and seconded by Mr. Pinard. The motion to adjourn was unanimously approved by a roll call vote.**

**List of Exhibits**

- Agenda
- Public Hearing – 100 Adams Circle
  - Draft Record of Decision
- New Business
  - FDA Code Variance Request Staff Report
  - January – June 2026 Meeting Schedule