

Town of Franklin



Design Review Commission

**Tuesday, June 14, 2022
Meeting Minutes**

Chair James Bartro called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Chair James Bartro, Vice Chair Sam Williams, Gerald Wood, Venkata Sompally. Members absent: Associate Chris Baryluk. Also present: Maxine Kinhart, Administrative Staff.

As stated on the agenda, due to the continued concerns regarding the COVID-19 virus, this meeting will be conducted as a remote/virtual Design Review Commission meeting. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number, or citizens can participate by using the Zoom link provided on the agenda. This meeting was recorded.

1. I Have Coins – 13 Main Street – Install 3D letters.

Mr. Cam Afonso of Signs by Cam, Inc. addressed the Commission. He stated that the applicant has an existing blade sign at the same wall location which will be removed completely and letters will be put on the building that mimic other people's letters. He stated that the letters will be 3D, PVC, and black. He stated that he spoke to the applicant about removing all the material in the windows; the applicant agreed as he will now have a sign that can be seen. Chair Bartro stated that this is a very straight forward sign. He noted the attachment method was provided.

Motion: To **Accept** the sign package as submitted. Motioned by G. Wood. Seconded by V. Sompally. Roll Call Vote: Williams-YES; Wood-YES; Sompally-YES; Bartro-YES. Voted 4-0-0.

2. Franklin Ford – 175 East Central Street, 9 Chestnut Street – Add additional service bays and parking.

Attorney Edward Cannon on behalf of Franklin Ford addressed the Commission. He stated that Mr. Rick Goodreau of United Consultants, Mr. Bob Breen, General Manager of Franklin Ford, and Mr. Hugo Meneses of H&M Architects were also attending the meeting. Chair Bartro noted that in the submitted plan package there were no elevations. Mr. Cannon stated that he would make sure they were provided to Ms. Kinhart. Mr. Cannon noted that there is some work within Conservation Commission's jurisdiction. They will also be in front of the Planning Board. He stated that unfortunately, Mr. Meneses is having trouble with the technology, and Mr. Goodreau had to attend another meeting. He asked to continue the meeting to June 28, 2022. Mr. Williams indicated that there are a few areas of bleed over on the lighting plan into the neighbor's property. Mr. Cannon stated that point will be addressed. Ms. Kinhart said that the meeting was never opened; therefore, no vote to continue is needed.

Approval of Minutes: May 24, 2022

Motion: To **Approve** the May 24, 2022 Meeting Minutes as presented. Motioned by G. Wood. Seconded by V. Sompally. Roll Call Vote: Williams-YES; Wood-YES; Sompally-YES; Bartro-ABSTAIN. Voted 3-0-1.

General Matters - Old Business

Mr. Williams stated that he does not have an update on his work regarding looking at other town's bylaws. Chair Bartro noted that the Commission has been working on reviewing the existing sign bylaws in order to suggest updates due to evolving technologies. Also, the Commission is working on reviewing some surrounding towns to see how they handle design review and signs.

General Matters - New Business

Chair Bartro stated that Mr. Sompally has decided to not request reappointment to the Design Review Commission when his term ends on June 30, 2022. He thanked Mr. Sompally for his time on the Commission. He stated that Ms. Elizabeth Humes, potential candidate on the Commission, was in attendance to audit tonight's meeting. Ms. Kinhart stated that any member who is reappointed to the Commission for another term must get sworn in before the July meeting. As well, the ethics training is required every two years. Mr. Williams said that Woodstock Building Associates on Main Street replaced a sign and did not come before the Commission. Chair Bartro stated that it would be added to the list.

Motion to Adjourn by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Sompally-YES; Bartro-YES. Voted 4-0-0.

Meeting adjourned at 7:20 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary