Design Review Board Meeting Minutes
Monday, June 15, 2020
7:30 PM

Board Members:
Mark Gluesing, Chair (P)
Bob Dermody, Board of Member (P)
Nelson Hammer, Board Member(P)
Len Karan, Board Member (P)
Chad Reilly, Board Member (P)
Steve Tanner, Board Member (P)
Rana Mana-Doerfer, DRB Recording Secretary (P)
Elisa Litchman, Administrative Assistant, Planning & Community Development/ (P)

Applicants and Attendees:
Dana Thomases, BeautyMuse
Bryan Vasser, Archer Signs
Dan Linnel, Project Manager, AT&T (on the behalf of McDonalds)
Leah Rubega, Associate at Hinckley Allen (on behalf of McDonalds)
Sue Medeiros, Spencer Tech (on behalf of McDonalds)
Walter Bonola, Doosan Fuel Cell America (on behalf of TripAdvisor)
Matthew Mayerhofer, Infrastructure & Sustainability Engineer (on behalf of TripAdvisor)
James Kenney, Doosan Fuel Cell America (on behalf of TripAdvisor)

Mr. Chair called the meeting to order on June15th, 2020 at 7:30 PM EST
Mr. Chair notified attendees of new public meeting orders issued by the governor of Massachusetts.

Agenda Item 1:
McDonalds Restaurant, 340 Chestnut Street. Special Permit to Replace menu board
Leah Rubega (of Hinckley Allen), along with Sue Medeiros (Account Manager of Spencer Technologies), Dan Linnel(Senior Project Manager) were present on behalf of McDonalds.
Ms. Medeiros & Mr. Linnel were in attendance to answer any technical questions the Board may have.

Ms. Rubega thanked David Roche, Town of Needham Building Commissioner and Elisa Litchman for their guidance and help in the application process.

Mr. Tanner: The Board has previously asked for the old sign footing to be removed, will that happen?
Ms. Rubega indicated that McDonalds typically cap old footings. To remove the existing foundation would require extensive construction work. Because the footing is behind the building and not visible and the new menu would be in front of it. She showed an image of a capped footing. The Board was satisfied with capping it.

Mr. Reilly: Is there any control over the content of the new menu? What about the finish of the menu?
Ms. Rubega: The goal is to streamline the ordering process. The new menu will operate in the same way as the static board that exists currently.
The menu will be in a typical dark brown cabinet. The menu surface itself is a glass screen, and the enclosure will be brown.

Mr. Nelson was concerned that the writing is too small on the board. How much closer is the new board, and how large are the letters going to be?
Ms. Rubega was not sure of the exact new location but it will be approximately 5 to 10 feet closer to the drive-through ordering point. Size of the letter is unknown. The image will be crisper and the customers will be able to see the menu much closer. The Chair noted the viewing distance is shown on the site plan.
Mr. Reilly asked that the sign only be lit when the kitchen is open.
Mr. Dermody asked that no additional sign attachments be allowed on the new menu.

Motion to approve the special menu board, given the following restrictions was made by Mr. Dermody:

- No changes on the menu except to display the order, and to switch between breakfast, lunch & dinner.
- Cap the existing footing to a material similar to the cabinet.
- The sign is only to be lit when the kitchen is open and taking orders
- No attachments to the sign are allowed.

Motion was seconded by Mr. Reilly

The Chair called the roll call vote:

Name	AYE/NAY	
Mark Gluesing, Chair	yes	
Bob Dermody	yes	
Nelson Hammer	yes	
Len Karan	yes	

Chad Reilly	yes		
Steve Tanner	Yes		

**Approved with conditions

Agenda Item 2:
William Raveis, 168 Garden Street
Bryan Vasser, of Archer Signs

Mr. Vasser was applying for a double-sided sign to be installed on an existing pole in front of William Raveis location. Mr. Vasser spoke with the Building Department and they provided him with the size of the sign that existed on that pole previously.
The sign will be internally illuminated, with internal solar components and flat solar panels on the top. He will utilize the existing pole to install the sign.

Motion to approve the application of 168 Garden St, for a pole mounted sign was moved by Mr. Hammer.
Motion was seconded by Mr. Reilly.

The Chair called the roll call vote:

Name	AYE/NAY	
Mark Gluesing, Chair	yes	
Bob Dermody	yes	
Nelson Hammer	yes	
Len Karan	yes	
Chad Reilly	yes	
Steve Tanner	Yes	

*Approved

Agenda Item 3:
Beauty Muse, 117 Chapel Street
Dana Thomases, owner

Ms. Thomases was applying for a sign to be installed on the outside of the building where her business resides. The dimensions of the sign are approximately the same as the one previously there,and are shown on the application materials.

The sign is solid PVC pin mounted lettering in white. The height of the name of the business is 7.2 inches.
Tag line “Skin, Body, Soul” is 7.3 inches,.

Mr. Dermody: Is the existing awning to remain? The applicant said it was to remain.
What is the square footage of the sign? 12 Sq. Feet.
He also questioned whether the letter height was too small. The Board offered the applicant the option of increased height at the discretion of the applicant.
Mr. Tanner thought the letter was quite thin and could be a little heavier for better visibility.

Motion to approve Beauty Muse signage with conditions was made by Mr. Dermody.

- Beauty Muse lettering could be a maximum of 10 Inches
- Beauty Muse can increase letter stroke to increase visibility.
- Tag line “Mind, Body, Soul” letter spacing needs to be closer together.

Motion was seconded by Mr. Hammer.

The Chair called the roll call vote:

Name	AYE/NAY	
Mark Gluesing, Chair	yes	
Bob Dermody	yes	
Nelson Hammer	yes	
Len Karan	yes	
Chad Reilly	yes	
Steve Tanner	Yes	

**Approved with conditions

<u>Agenda Item 4:</u>
TripAdvisor, 400 First Avenue, fuel cell electrical generator installation:

The applicant wants to install single 460 kilowatt hydrogen fuel cell power plant on a structural steel, platform, with associated ground mounted equipment, at 400 First Ave, Needham.

Walter Bonola from Doosan Fuel Cell America, Inc. explained that they exhausted their ground level options, and thus, they have opted for the utilization of a structural steel platform located in the loading dock of the existing building. There is additional ground mounted equipment located on the side of the building
TripAdvisor will utilize all the electricity they produce with their fuel cell,and utilize a large percentage of hot water to preheat their boilers in their 6th floor penthouse.
The fuel cell will be screened in and color matched.

Mr. Mayerhofer, Engineer on behalf of TripAdivsor explained to the Board that this fuel cell will provide approximately 60/65% of the electricity they use. It is designed around their baseline electrical usage.
Mr. Reilly discussed clarification of the location of where the cell will be installed. He would like to see a more detailed plan of the location of ground mounted equipment and of the line of the existing fence and where the new fence is going to be installed. He also asked whether new plantings are to be installed. The applicant stated they plan no additional planting. Mr. Reilly asked for information on the screening proposed for the installation.

Mr. Dermody requested a plan regarding the landscape, location, fence material, color size shape,& installation. The drawing provided with the application is mechanical only.

The current information is technical, but lacks architectural information. TripAdvisor was requested to prepare more architectural information on the installation such as a site plan with fencing depicted. They should also provide views for the platform showing how the screening will look and more information on the screening and/or a sample of the screening.

Mr. Chair would like to continue this agenda item to the next DRB meeting on July 6th, given that the Board has several questions they would like clarified before approving the proposed project.

<u>Meeting Minutes</u>

No previous meeting minutes to approve.

Motion to adjourn was moved by Mr. Dermody
Motion was seconded by Mr. Hammer.

Name	AYE/NAY	
Mark Gluesing, Chair	yes	
Bob Dermody	yes	
Nelson Hammer	yes	
Len Karan	yes	
Chad Reilly	yes	
Steve Tanner	Yes	

The Design Review Board meeting was adjourned at 8:45pm.