Devens Enterprise Commission (DEC)
In-Person/Remote Hybrid Public Hearing and Regular Meeting
Minutes July 28, 2026

Members (in person): Christopher Lilly, William Marshall, James Pinard, Martin Poutry, Debra Rivera, , Debrorah Seeley
Members (remote): Duncan Chapman, Carl Sciple
Members Absent: Melissa Fetterhoff, Paul Routhier
Staff (in person): Neil Angus, Beth Suedmeyer, Dawn Babcock
Guests (remote): Monica Gregoire (Devens Resident) joined at 7:58 PM

(7:07 PM) Chairman William Marshall called the meeting to order.

Mr. Marshall read that the Devens Enterprise Commission (DEC) Meeting is being held in-person and 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.

(7:09 PM) Chairman Marshall noted, we will need to nominate Ms. Rivera as a voting Regional Representative for this meeting. **The motion was made by Mr. Lilly and seconded by Mr. Pinard. The nomination was approved unanimously by a roll call vote.**

(7:09 PM) Chairman Marshall did the roll call for the meeting.

(7:10 PM) Mr. Marshall introduced Milo Green, our intern for the summer. Mr. Green noted that he is a Harvard resident, graduate of Parker Charter school in Devens and is currently a UMass Amherst Student studying to be an urban planner and is excited to be working with the DEC

(7:13 PM) Chairman Marshall reviewed the agenda of this evening's meeting.

(7:14 PM) Review Minutes:

- **Mr. Marshall noted that we have three sets of minutes: May 20th, May 27th, and June 4th.** Mr. Marshall started with the May 20th Draft Minutes he had asked if there were any comments about these minutes. None were mentioned so Mr. Marshall then asked for a motion to accept the May 20th minutes as noted. **The motion was made by Mr. Lilly and seconded by Mr. Pinard. The minutes were approved by a roll call vote. Ms. Seeley and Ms. Rivera abstained from voting as they weren't at the May 20th meeting.** Mr. Marshall then discussed the May 27th Draft Minutes he had asked if there were any comments about these minutes. None were mentioned so Mr. Marshall then asked for a motion to accept the May 27th minutes as noted. **The motion was made by Ms. Seeley and seconded by Mr. Lilly. The minutes were approved by a roll call vote. Mr. Poutry abstained from voting as he wasn't at the May 27th meeting.** Mr. Marshall finished with the June 4th Draft Minutes he had asked if there were any comments about these minutes. None were mentioned so Mr. Marshall then asked for a motion to accept the June 4th minutes as noted. **The motion was made by Mr. Lilly and seconded by Mr. Pinard. The minutes were approved by a roll call vote. Ms. Rivera abstained from voting as she wasn't at the June 4th meeting.**

Public Hearing:

- **None**

Old Business:

- **(7:16 PM) YMC Request for Administrative Minor Modification to Unified Permit D24-022 for an 11,325 gross square foot addition at 8 Charlestown Street.** Mr. Angus noted that YMC is looking for approval of two modifications to the unified permit. The first is to change the dumpster screening. Originally the screening was a wood screening, they are looking to have chain fencing with privacy slats. Mr. Angus noted the chain link fence and screening are already in place and showed pictures of how it blends in with the building much better than the original wood screening. The second modification request was the screening for the rooftop mechanicals. Mr. Angus noted that originally, they had designed for 8' rooftop units but they are using 4' units. They are looking to remove the screening all together as the units are smaller and were located further back from the edge of the roof, making them not visible from the three roads. While these modifications are appropriate, Mr. Angus noted that they were implemented without DEC approval and the Applicant was notified that such modifications need to be formally approved by the DEC prior to implementation. Mr. Marshall asked if there were any questions, none were asked. Mr. Marshall then asked for a motion to approve the two modifications. **The motion to approve the modifications was made by Mr. Lilly and seconded by Mr. Pinard. The motion to approve the modifications was unanimously approved by a roll call vote. It was noted that any future rooftop additions/modifications may require screening.**

- **(7:24 PM) Devens Village Green 46-Unit Multi-Family Project Update:** Mr. Angus noted they are optimistic that they will be re-starting this project soon with a new builder, Elite Home Builders. They are looking to be closing with the bank on the 11th of August. MassDevelopment has given Elite Home Builders approval to begin before the transfer is complete. Cohen Babcock with Elite Home Builders estimates they will have the majority of the units complete in 12 to 18 months. Elite Home Builders is working with Harvard to buy down 25% of the deed-restricted affordable units from 100%AMI to 80%AMI (12 units) which will add to Harvard's Subsidized Housing Inventory and help them reach their 10% goal. Ms. Rivera asked if the phase 3 can start before the multi-family is complete. Mr. Angus noted that they cannot start until the multi-family is well underway.

- **(7:28 PM) Devens Housing Working Group Report Recommendations Update:** Mr. Angus noted that they are working a few items. 1) Regional School Assessment – they are working with the three towns and Devens on completing the RFP for hiring a consultant to work on this project; 2) Building Assessment – MassDevelopment is completing the existing conditions assessment for existing buildings within the ITC District; 3) Community Engagement – MassDevelopment has contracted with a consultant to assist with the outreach program; 4) Parking Assessment – To assess the parking needs with potential future development in Devens and how it will affect the summer events parking – MassDevelopment is still working on this.

New Business:

- **(7:30 PM) Devens Enterprise Commission 5-Year Draft Report Review** Mr. Angus presented a draft of the 5-year report and noted that they are reporting district by district and updating the metrics tracking. Mr. Angus noted that they are working with MassDevelopment Engineering for updated maps showing the updated developments. Mr. Angus asked the commissioners to review the draft report that has been distributed and if there are any updates or comments to please reach out to him or Ms. Suedmeyer as they are looking to have the final report to the commissioners for approval by the August 25th meeting. Mr. Marshall stated that he likes the format of the draft report and noted the end projection going forward will be a tough 5 years (2026 to 2030). Mr. Marshall did suggest summarizing the DJFC Matrix and the DEC's Role in sustainable redevelopment.

- **(7:40 PM) Devens Forward Sustainable Business Spotlight Series:** Mr. Angus noted he is working with the Devens Eco-Efficiency Center on quarterly business highlights. Mr. Angus noted that the recent highlight has been with the Accumet CEO. Mr. Angus and Ms. Neely (DEEC Director) have done walk throughs at CFS as well as EH2 and have identified 6 to 7 hard to recycle items and have been working to connect them with other companies.

- **(7:42 PM) Read File:** Mr. Angus noted that there are a lot of articles in the Read File with one of them being the governors bill language to change super town meeting to Devens and potential funding from the state to redevelop Vicksburg Square.

- **(7:44 PM) Social Media Minute:** Mr. Angus asked the commissioners to follow and share our LinkedIn and Facebook sites as we need additional followers. Farmers Market, CFS, Republic, Accumet, and many other posts, including MART shuttle services and their app development. Devens is one of the highest ridership destinations from Leominster and we will build on this. Mr. Lilly asked about the MART Trips, he was asking if their trips would be going to Lowell, or what it would take to make these trips possible? Mr. Angus noted that he will look into this at their next Transportation Meeting.

- **(7:51 PM) Director Review:** Mr. Marshall told the commissioners that the Executive Committee met to discuss his performance review. Mr. Marshall noted that Mr. Angus has done a great job this past year and that the position has evolved the past 3 to 4 years and will continue to evolve moving forward with more responsibility and raising awareness of what Devens is all about and getting the residents and businesses engaged. Mr. Marshall would like to suggest a 6% increase, keeping with the budget as well as the employees increases and would like to suggest a $15,000 bonus for Mr. Angus and $7500 for each staff. Mr. Marshall asked if there were any questions but none were asked. Mr. Marshall asked for two motions, 1) to approve the 6% increase for Mr. Angus; 2) to approve the bonuses for the three staff members. **The motion for the two items was made by Mr. Lilly and seconded by Mr. Poutry. The motion to approve these two motions was unanimously approved by a roll call vote.** Mr. Pinard noted that he has been impressed with Mr. Angus' work and expects him to continue. Mr. Angus recognized the recent healthcare cost increases and noted that is why he had made adjustments to the budget earlier this year and why a little bit larger bonus was warranted.

(7:59 PM) Public Comment:

- Mr. Marshall asked if there were any questions/comments from the Public. None were noted.

(8:00 PM) Mr. Marshall noted the next scheduled meetings are August 6th at 7:30 AM, Monthly Meeting (Zoom Meeting) and August 25th at 6:45 PM Public Hearing (Hybrid Meeting).

Mr. Angus noted that he is looking into rebranding with creating a new logo and updating the website. Mr. Angus noted that he is looking to create a subcommittee to assist with this project. Commissioner Seeley offered to assist and suggested Commissioner Fetterhoff would be good for this committee as well with her marketing experience.

Ms. Suedmeyer noted that she is still working on the MVP 2.0 project and improving communications with the seed project.

(8:01 PM) Mr. Marshall asked for a motion to adjourn. The motion was made by Ms. Seeley and seconded by Mr. Pinard. The motion to adjourn was unanimously approved by a roll call vote.

List of Exhibits

- Agenda
- May 20th Draft Minutes
- May 27th Draft Minutes
- June 4th Draft Minutes
- 5-Year Draft Report Review
- Read File
- YMC Request – Minor Modification
- Devens Village Green 46-Unit Multi-Family Project Update – Unified Permit Transfer Letter
- Devens Village Green 46-Unit Multi-Family Project Update – Multi-Family Conditional Transfer to Elite