Sign Design Review Committee
Meeting Date: January 9, 2020
9:06 AM – 9:42 AM

Members in Attendance:
Barbara Murphy
Deborah Burke
Craig Spadafora
Yem Lip

Members not in Attendance
Nelson Miller

Also in Attendance:
Dave Morse
Jim Tuxbury
Irene Macarelli

Meeting called to order 9:06 AM

Approval of minutes: December minutes have been approved. Motion was made by Deborah Burke to approve these minutes, second by Barbara Murphy - 3 Yea 0 Nea

Updates from Compliance Officers

45 Lebanon St. – LAA TIENDA – has banner on the building. New business notice left on door, letter mailed to property owner.

28 Stanton St. – Political sign removed from the fence.


387 Salem St. – SALEMWOOD CAFÉ – ABANDONED SIgn. Business has been closed. Letter mailed to property owner.

1.) The committee reviewed a sign application request for Jay’s Wine and Spirits at 77 Commercial Street. Present was Derek Yates, from Imagesign company, as well as business owner, Deval. Motion was made by Barbara Murphy, second by Deborah Burke to approve this sign with the following conditions:

a. Submit a revised rendering of the sign, as well as the length of the building
b. Pending approval of the size compliance by the Building Inspector, Nelson Miller
c. Illumination must be turned off one hour after close of business
2.) The committee reviewed a sign application from the Pooch Room at 180 Salem St. Present was business owner Jevier Almondon. Motion was made by Barbara Murphy, second by Yem Lip to approve this sign pending review and confirmation of sign size compliance by the Building Inspector, Nelson Miller.

3.) The committee reviewed a sign application from MGTL Solutions. Present was Pierre Cyril, business owner. Motion was made by Barbara Murphy, second by Yem Lip to conditionally approve this sign with the following conditions:
   a. Submit new rendering including phone number and sign dimensions
   b. Pending review of sign size compliance by the Building Inspector, Nelson Miller

Old Business:

Meeting Adjourned at 9:42 AM with motion made by Deborah Burke, second by Barbara Murphy.

Minutes respectfully submitted by: Irene Macarelli