



# MANCHESTER-BY-THE-SEA

PLANNING BOARD • TOWN HALL  
Manchester-by-the-Sea, Massachusetts 01944-1399  
Telephone (978) 526-6405 FAX (978) 526-2001

## Minutes of the Planning Board

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Monday, June 26, 2023 6:30 p.m. Room 5, Town Hall Hybrid Meeting

<https://us06web.zoom.us/j/89623836690?pwd=a0V1WWxOSnk2aG5CY2ZSeVRIN21ndz09>

Meeting ID: 896 2383 6690 Passcode: 423768 Dial in: 646 558 8656

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**MEMBERS PRESENT:** Ron Mastrogiacomo, Chair, Sarah Creighton, Chris Olney, Laura Tenny, Mary Foley, Christina Delisio, and Susan Philbrick on-line

**MEMBERS NOT PRESENT:** All Members Present

**SELECT BOARD MEMBERS:**

**STAFF PRESENT:** Interim Town Planner, Betsy Ware, PB Administrator, Gail Hunter

**GUEST:**

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### Call to Order

- Allow public comment on items not on the agenda with a limited time. There was no public comment this evening.
- **PB Warrant Articles Presentation (Creighton)**



Warrant Article Pre.  
(2).pdf

Following Board discussion Mr. Mastrogiacomo stated there were two amendment changes for the Board to vote to approve.

*Ms. Creighton moved to accept proposed changes to Articles 4, Mr. Olney seconded the motion. The motion passed unanimously.*

*Ms. Creighton moved to amend Article 5, Section 11.2.3.1 Ms. Foley seconded the motion. The motion passed unanimously.*

- **Moderator Report on Zoning Articles**



2023-6-13-moderat  
or report on zoning

*Ms. Creighton moved to accept the Moderator's Report as presented in the meeting packet; Mr. Olney seconded the motion. The motion passed unanimously.*

- **Cell Signaling Technology Update**

Ms. Ware stated that CST had requested a meeting with Town stakeholders who will be involved with the project. The meeting will take place prior to the CST application. The proposed meeting will help to identify consultants the Board will need to hire.

Mr. Federspiel stated that the proposed meeting is similar to the compost meeting prior to the application for the Pine Street project.

Mr. Federspiel added that possible consultants may be needed in the following areas:

- Identify and define road standards. It is anticipated that the Town will complete some of the necessary road work.
- Transportation
- Conservation Commission will review the application.
- Planning Board will review the project to align with Town standards.
- Identify liaisons to the project: Mr. Sollosy, Select Board, Town Planner, and the Planning Board.

Ms. Ware added that 8 Graduate level MIT students working with Professor Levine and the Town Planner will be reviewing and contributing to the MBTA Communities Multi-Family Zoning. Mr. Mastrogiamomo clarified students are offering free help and will likely be thinking outside of the box. He believes their help will serve as an additional resource for the Task Force to review.

Ms. Delisio requested correspondence between Professor Levine and Ms. Ware regarding the project and the students participation.

- **ADA Committee Recommendations for Pine Street Field**

- The primary revision suggested by the ADA Committee was to include a ramp up to the field from the ADA parking spot.
- Additionally, the ADA Committee requested an ADA accessible bench.
- The Committee also requesting adding a water fountain at the top of the path.

The Board discussed the proposed changes and accepted the recommended changes with the following motion.

*Ms. Creighton moved to approve the dimensional changes according to the plan discussed on June 26, 2023. Ms. Ware and Ms. Tenny will review the final plan with respect to comments presented and*

*discussed this evening including the addition of the irrigation system. Mr. Olney seconded the motion. The motion passed unanimously.*

- **MBTA Communities Multi-Family Zoning Districts – Section 3A**

The MBTA Task Force first meeting is scheduled for July 20, 2023.

- **Planner’s Report (Ware)** – There was no separate Planner’s report this evening.
- **Liaison/Committees/Task Force/Working Group Updates**

- Coastal Zone Management Steering Committee (Tenny)

Ms. Tenny stated that the Draft Report is on the Town website and will be finalized at the end of this week.

- Harbor Management Plan Working Group (Creighton)

Ms. Creighton stated that working with the Urban Harbors Institute the Group is outlining elements they believe are essential for Manchester-by-the-Sea.

- FEMA Maps/Floodplain By-Law (Ware/Foley)

Ms. Foley indicated that the final FEMA maps will not be available until the end of December 2023 or January 2024. The By-Law will be part of the Annual Town Meeting.

- Water Resource Task Force (Mastrogiacomo)

Mr. Mastrogiacomo stated that the Executive Summary of the Task Force had been presented at the June 20, 2023 Select Board meeting and has not been formally accepted by the Board.

- CPC (Mastrogiacomo)

Mr. Mastrogiacomo stated that CPC meeting was scheduled for June 29, 2023.

- **Approval of: Regular Meeting Minutes:** (5/22/23) and any other completed minutes

*Ms. Creighton moved to approve the May 22, 2023 meeting minutes as presented; Mr. Olney seconded the motion. The motion passed unanimously.*

- **Other Matters, as may not have been reasonably anticipated by the Chair.** There were no additional matters discussed this evening.