



MANCHESTER-BY-THE-SEA

PLANNING BOARD • TOWN HALL
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Minutes of the Planning Board

Monday, August 14, 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

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

MEMBERS NOT PRESENT:

SELECT BOARD MEMBERS:

STAFF PRESENT: Town Administrator, Greg Federspiel and Interim Town Planner, Betsy Ware

GUEST: Downtown Improvement Committee Members

Call to Order

- Allow public comment on items not on the agenda with a limited time. There was no public comment this evening.
- Draft Data on Housing (Ware)

Ms. Ware stated that due to inconsistencies in data between the census and other documents the Town appears to be missing housing units. She has asked the Assessor and Building Inspector how information is gathered and stored without developing a firm grasp of the process. Ms. Ware has a significant amount of data, but she is not yet trusting the data.

The Board agreed it was essential for the data to be accurate. Ms. Delisio indicated the draft data needs to be shared for the Board to be transparent. Mr. Olney indicated that we are conducting studies and some of the work is in the preliminary stages.

- Aquifer Protection Overlay District Discussion (Foley)

Ms. Ware noted that the current By-Law is not legal specifically mentioning the ANR section which needs to be reviewed and corrected. The Board had preliminary discussions around the WRTF work but concluded it was too preliminary to bring this forward at STM. Ms. Foley indicated that the Board has not discussed ground water and would like to see additional protection put in place around Gravely Pond. Ms.

Tenny supports a Legal and Scientific Consultant to help inform the Board of what needs to be developed and put in place around Water Resource protection.

- FEMA Maps/Floodplain By-Law (Ware)

Ms. Ware indicated that originally the Board was aiming to present the Floodplain By-Law at Annual Town Meeting (ATM) 2024. However, Ms. Foley has presented a compelling argument to attempt to consider the By-Law during the fall Special Town Meeting (STM) early November 2023. The draft By-Law is in the Share/Point meeting folder and is being reviewed by the State Floodplain Management Group at DRC and by Town Counsel. The draft By-Law is a more clear and stronger By-Law than the

existing By-Law and includes a future flood risk zone, which many communities are including in their By-Law. The State reviewing agent has promised comments this week.

Ms. Ware went onto state that if there is an adoption of the proposed language at fall STM, at ATM residents will need to amend the Floodplain maps. The Board is aware that the floodplain maps are preliminary, allowing for a comment period to conclude at the end of October 2023, with final maps ready in December 2023 or January 2024.

- Cell Signaling Technology Update (Ware)

Ms. Ware indicated that CST is eager to file an application, however, they plan to review the updated Zoning By-Law to confirm that they have the Zoning relief needed. Ms. Ware is in the process of reviewing the updated Zoning By-Law which is pending the Attorney General's approval at the end of October 2023. Mr. Glovsky is waiting to review the updated version of the Zoning By-Law.

Ms. Ware is also working to develop a list of Civil Engineering and Transportation Consultants for the project. Ms. Mellish of the Finance Committee has indicated that the Finance Committee will review the financial data for the project and recommend a Consultant if necessary. Ms. Ware is also reviewing the need for a Geo-Technical Consultant for the proposed Geo-Thermal heating and cooling system.

- MBTA Task Force Communities Multi-family Zoning Districts – Section 3A

Meeting minutes for the July 20, 2023 MBTA Task Force meeting are contained in the PDF below.



MBTA Task Force
7.20.ver2.pdf

Donna Furse, 8 Blossom Lane – Ms. Furse requested clarification around what was required for the Town to comply with Section 3A. She indicated that she had heard that the Town is required to build new housing. Mr. Olney and Ms. Ware stated that is not accurate. The Town will accurately count the number of units within the half mile of the MBTA station and if necessary propose Zoning changes to allow for compliance by-right. Additionally, the Town has asked for clarification around filled tide zones which are currently excluded and require a Special Permit.

- **Updates**

- Coastal Action Plan (Tenny) –
- Harbor Management Plan Working Group (Creighton) –
- FEMA Maps/Floodplain By-law (Ware)
- Water Resource Task Force (Mastrogiacomo)
- CPC (Mastrogiacomo) Report is in Share Point
- Other – Town Governance Report is in Share Point

The Board will discuss Liaison status at the next meeting.

- **Approval of: Regular Meeting Minutes:**

Mr. Olney moved to approve the meeting minutes of June 26, 2023 and July 24, 2023 (as amended), Ms. Philbrick seconded the motion. The motion passed unanimously.

Ms. Delisio clarified that in the meeting minutes of July 24, 2023 she was referencing State Law not the Town Zoning By-Law. The correction as requested was made.

- **Other Matters, as may not have been reasonably anticipated by the Chair** – There were no addition matters to discuss this evening.

Mr. Olney moved to adjourn the meeting; The motion passed unanimously.