



MANCHESTER-BY-THE-SEA

MBTA TASK FORCE • TOWN HALL
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MINUTES OF THE MBTA TASK FORCE

October 12, 2023 6:30 p.m. Hybrid and In-Person Room 5

MEMBERS PRESENT: Chris Olney, Chair, Gar Morse, Richard Smith, Sandy Bodmer-Turner, and Mike Pratt

Member Online: Ann Harrison and Denny Hall

MEMBER NOT PRESENT: Sue Phibrick and Sarah Mellish

STAFF PRESENT: Task Force Administrator, Gail Hunter, Communication Manager, Tiffany Marletta

GUEST: N/A

Call to Order – the meeting was called to order at 6:33 p.m.

Acknowledge Receipt of Correspondence

Between September 21, 2023 and October 12, 2023, the Task Force received 2 emails from Ms. Colbert at 22 Sea Street and 3 emails from Ms. Iovanni at 20 Pine St. A.

Brief Discussion of Questions

Mr. Olney stated he had forwarded questions to Task Force members for their consideration and a few members had drafted responses. Mr. Olney believes the Task Force may expand and further define answers to the questions as the Task Force moves forward. All responses to questions should be forwarded to Ms. Hunter at hunterg@manchester.ma.us.

Proposal for Consulting Services

The Town received one comprehensive proposal for services. Mr. Olney, Mr. Morse, Mr. Smith, and Mr. Federspiel interviewed Ms. Innes of Innes Associates with RKG Associates regarding consulting services for the Task Force and Town of Manchester-by-the-Sea. Ms. Innes' proposal is contained in the PDF below.



Manchester-by-the-Sea Proposal.pdf

Mr. Morse stated his reaction to the presentation was generally positive although he came to the process negatively inclined. He found Ms. Innes' presentation clear and liked the way she was familiar with the State agency. She answered questions directly and informatively.

Mr. Smith indicated he believed that several communities were looking for consultants and concluded that Ms. Innes was a good solution to help meet the Town's needs. He noted that Ms. Innes has good technical skills and will be of assistance helping the Task Force and Town decide our best solution.

Mr. Pratt asked about the fixed price contract. Mr. Smith replied that the Task Force may get pushbacks, but Ms. Innes will be the Town's best guide. She has a solid reputation, comprehensively replied to the Scope of Service, and has excellent references.

Mr. Olney stated the Ms. Innes will help the Task Force write a proposed Zoning Code By-Law and will assist with community presentations. RKG will work on the economic feasibility for the Task Force.

Communication Plan and Calendar Phase I Presentation – Public Forum



MBTA Zoning
Communication and

The Communications Subcommittee will hold a Public Forum on Town Common on Saturday, October 21, 2023. Mr. Olney will give a brief introduction focusing on the mission of the Task Force and will take questions from the Public. Additionally, Mr. Olney plans a walking tour of Elm St., Central St., and 12 Summer Street.

Mr. Morse added that he hopes for a strong turnout. Indicating that Ms. Marletta has advertised the Public Forum on Social Media, in the *Cricket*, the *Tide*, with an insert in the mailed tax bills.

Mr. Smith cautioned Task Force members not to make light of the process adding this is a heavy lift for the Town and making zoning changes does not mean things will get built in the Town. The role of the Public Forum is to give residents the facts. Ms. Bodmer-Turner noted that part of the role of the Task Force is to preserve the character of the Town.

Approval of Meeting Minutes

Ms. Bodmer-Turner moved to approve the Meeting Minutes of September 7, 2023; Ms. Harrison seconded the motion. The motion passed with Mr. Olney abstaining.

Mr. Morse moved to approve the meeting minutes of September 21, 2023; Ms. Bodmer-Turner seconded the motion. The motion passed with Mr. Pratt abstaining.

Public Comment There was no additional Public Comment this evening.

Any other administrative matters that could not reasonably have been anticipated in advance of the required 48-hour posting. There were no additional matters to discuss this evening.

Adjourn

Mr. Morse moved to adjourn the MBTA Task Force meeting; Ms. Bodmer-Turner seconded the motion. The motion passed unanimously.