



MANCHESTER-BY-THE-SEA

SELECT BOARD • TOWN HALL
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MINUTES OF THE SELECT BOARD

May 24, 2022 6:30p.m. Virtual Meeting

Join Zoom Meeting, Meeting: ID 859 6397 7221 Passcode: 225266 Mobile: 1.646.558.8656

MEMBERS PRESENT: Ms. Jaques, Acting Chair, Ms. Harrison, Mr. Round, Ms. Bilotta, and Mr. Sollosy

MEMBERS ABSENT:

STAFF PRESENT: Town Administrator, Mr. Federspiel, Ms. Hunter, Town Planner, Ms. Brown, Chief Fitzgerald, and Chief Cleary

GUESTS: Town Moderator, Mr. Wilson, Planning Board Members

PRESS:

Ms. Jaques called the Select Board meeting to order at 6:31 p.m.

Ms. Jaques welcomed participants to the virtual meeting indicating the meeting was being recorded and minutes were being taken by Ms. Hunter.

Ms. Jaques requested a moment of silence for the Uvalde, TX victims and their families.

Ms. Jaques welcomed Ms. Bilotta and Mr. Sollosy to the Select Board.

0. Public Comment on items not on the agenda

Ms. Sheila Hill, 2 Running Ridge Road – Ms. Hill stated she had a question for the Town Administrator and asked Mr. Federspiel why the 40R new neighborhood program was being resurrected as an overlay for the Limited Commercial District. Mr. Federspiel stated he understood the Planning Board is considering mixed use but not under 40R and suggested that Ms. Hill communicate directly with the Town Planner, Ms. Brown for additional information.

1. Review approved Warrant for Special Town Meeting

Mr. Federspiel stated there are 13 Articles on the Warrant the first two Articles are unrelated to the Zoning amendments which are addressed in the remaining 11 Articles.

The first Article addresses a “friendly eminent domain” for residents to approve acquiring property off Loading Place Road. The property would be used to support

affordable housing. The Affordable Housing Trust voted to support the Article and the Planning Board endorsed the Article. Additionally, the Trust has funding available to acquire the land in the event a donation of the land is not possible.

The second Article is a supplemental budget request for funding Dispatch. The funds would go to upgrading the CAD software, a second internet line to Town Hall to assure redundancy if needed, and additional equipment. This Article may add time to the meeting and opens the possibility of debate over Dispatch.

Ms. Harrison stated she suggested the Article and did not include a dollar amount until the Board had an opportunity to discuss. Ms. Harrison added the Board may decide following discussion to pass over the Article, however, she believes it is important to address at this Special Town Meeting.

Ms. Jaques asked Mr. Wilson if this was reasonable, and Mr. Wilson stated he does not agree it is reasonable. Mr. Wilson added given the amount of time it will take to discuss funding Dispatch, the status of Covid in Essex County and the 11 Articles proposed for By-Law changes which are five pages long with an additional 80 pages of detail; he does not think it is a good idea to add what he anticipates being a controversial discussion on Dispatch to what he anticipates will be a 3 to 4-hour long discussion on Planning Board changes. Mr. Wilson recommends putting the Dispatch discussion off to a Fall Town Meeting.

Mr. Round, Ms. Bilotta and Mr. Sollosy agreed with Mr. Wilson. Ms. Bilotta added she would like to see an Implementation Plan for Dispatch prior to allocating funds. The consensus of the Board was to eliminate Article 2 from the Warrant for the June 11, 2022 Special Town Meeting.



Proposed Zoning
By-Law Changes.pdf

The Planning Board and the Select Board reviewed the 11 Zoning amendment Articles as contained in the above PDF.

Article 3 sections 1-4 – Included are new definitions and in place of a narrative a new use table. Mr. Federspiel clarified there are three new by right protocols: for swimming pools, non-conforming lots that fit within current zoning by right and ADUs less than 900 sq. ft.

Article 4 – 3 sections moved into General By-Law: curb cuts, junk cars and storm water.

Article 5 – Assumes the above 3 sections are moved to the General By-Law and then deleted in this article

Article 6 – Amends current section 7 and establishes section 12 Administrative

Article 7 – Rewrite of section 12 describing the roles and processes of the Planning Board and Zoning Board of Appeals.

Article 8 – Edits section 6 and includes comprehensive review standards

Article 9 – Focuses on a new section 7 non-conforming uses with revisions and expansion providing ZBA with greater discretion

Article 10 – New section 8 Adult Entertainment limited to LCD

Article 11 – Revised section 9.2 residential conservation clusters

Article 12 – New section 9.3 Senior Housing

Article 13 – ADU with a combination of by right usage (up to 900 square feet) and special permit for units between 900 and 1200 square feet.

Following clarifying discussion, the Select Board voted to approve the Warrant as amended.

Ms. Harrison moved to approve Warrant Articles 3 to 13 as amended; Mr. Round seconded the motion. The motion passed unanimously by roll call vote.

2. Approve Proclamation for LGBTQ Month

Ms. Harrison moved to approve the LGBTQ proclamation; Mr. Round seconded the motion. The motion passed unanimously by roll call vote.

Ms. Jaques reminded the Board that the Progress flag would be raised in a ceremony on Town Common, June 1, 2022 at 6:00 p.m.

3. Approve Common Victuallers License – Beach Canteen, Bravo-by-the-Sea

Ms. Jaques questioned the status of the application indicating she did not believe it was complete. She added the Board could approve the license subject to completion. Mr. Federspiel stated he would confirm the application is complete.

Ms. Harrison moved to approve the Common Victuallers License for Bravo-by-the-Sea Beach Canteen subject to Mr. Federspiel verifying the complete paperwork for the application is in Town Hall; Mr. Round seconded the motion. The motion passed unanimously by roll call vote.

4. Consent Agenda:

- a. Approve Ice Cream Fundraiser – 9th Grade Class – TBD**
- b. Approve Minutes**
- c. Approve Memorial Benches – Masconomo and Reed Parks**
- d. Approve Festival-by-the-Sea, August 6, 2022**

Ms. Harrison moved to approve the Consent Agenda with the removal of the Ice Cream Fundraiser and Meeting Minutes of May 2, 2022; Mr. Round seconded the motion, the motion passed unanimously by roll call vote.

Ms. Harrison moved to approve the Meeting Minutes of May 2, 2022; Mr. Round seconded the motion. The motion passed with Mr. Round and Ms. Harrison voting affirmatively.

The Board was recently elected, and two previous Board members are no longer serving.

5. Town Administrator's Report

Chebacco Road: The Town of Hamilton is required to spend their bond funding this summer and cannot delay the project further. Hamilton is proceeding with the paving of the existing road. The Hamilton Conservation Commission will be reviewing the project Wednesday evening, May 25th. The paved road will be sloped away from Gravelly Pond and stormwater swales and catch basins will filter water before it enters wetlands and then feeding into the Pond. While not as good as moving the road further away from the Pond, the new road will be an improvement over what currently exists. Hamilton has offered to have their DPW Director, and engineer attend the Board's June 6th meeting to present the plans.

Schedules: The next regular meeting is scheduled for June 6th. The STM is June 11th and the new Juneteenth State holiday will be celebrated Monday, June 20th. Mr. Federspiel assumes the Board will meet on Tuesday, June 21, 2022. The Board will not meet on Monday, July 4th, but will meet on July 5th. The Board will need to schedule the annual Select Board "retreat" a special meeting to assess how the past year has gone, what process improvements the Board would like to make and what top priorities the Board plans to focus on in FY23.

Oyster Upweller Station at Morss Pier: Kerri Bissner is pursuing the cultivation of oysters to help with harbor water quality and eventually recreational oystering. As her description explains, she is seeking permission to place the Upweller Station at Morss Pier. This has been approved by Bion, the Harbor Advisory Committee, and the Conservation Commission. This is time sensitive as water temperatures need to be in certain range when first starting out. The Board indicated their tentative approval but that they would formally vote on it at their next meeting where this would be officially on the agenda.

6. Other Matters, As May Have Not Been Reasonably Anticipated by the Chair – There were no additional matters to discuss this evening.

Mr. Round moved to adjourn the meeting; Ms. Bilotta seconded the motion. The motion passed unanimously by roll call vote.

Meeting Materials:

LGBTQ Proclamation
Common Victuallers License Request
Warrant Articles
Consent Agenda – as listed
Town Administrator's Report

Upcoming Select Board Meetings:

Monday, June 6, 2022

Tuesday, June 21, 2022