

Town of Yarmouth

**MINUTES OF THE PLANNING BOARD MEETING OF
March 17, 2021**

The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **March 17, 2021** via a Virtual Meeting pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law in response to the COVID-19 pandemic.

Planning Board Present: Brad Goodwin, Liz Hartsgrove, Joanne Crowley, Tom Baron, Susan Brita, Chris Vincent and Will Rubenstein

Planning Board Absent: None

Staff Present: Kathy Williams, Town Planner

Guest: Krista Moravec, Horsley Witten

1. **Meeting Opening:** Chair Joanne Crowley opened the virtual meeting at 5:31 PM and took a roll call to establish quorum and read the attached statement regarding the reason for the virtual meeting and provided an overview of how remote participation works. Kathy Williams, Town Planner, served as the Moderator for the virtual meeting. All votes were taken by roll call and the meeting was livestreamed to the Town of Yarmouth YouTube Channel.
2. **Community Visioning Update:** Joanne Crowley gave a brief introduction on the summary review of the results from the Visioning Survey, Workshops and Roundtable, before handing it over to Krista Moravec from Horsley Witten.
 - a. **Presentation:** Ms. Moravec gave the attached PowerPoint presentation outlining the major themes from the attached Summary Memo. These included History and Culture; Recreation; Natural Areas, Open Space, and Conservation; Social Networks; Affordability and Housing; Age-Friendly Community; Municipal; Location on the Cape; Land Development/Town Center; Economic Development; Technology/Broadband Access; Sustainability; Connectivity and Mobility; Public Health; and Education. The Strengths, Challenges and Vision for each theme were reviewed. Also presented was a summary of the demographics of those who took the Survey and attended the Workshops/Roundtable.
 - b. **Board Discussion:** The Board members had various questions and discussed the following general topics:
 - Main groupings appear to be related to quality of life, natural areas, economic development and Route 28.
 - Fiscal responsibility by the Town in response to COVID-19 was noted.
 - Expanding on the Town Center vision and whether that referred to a central gathering place such as a Town green or common, enhancements to our existing villages (Yarmouth Port, Bass River) or the creation of a new Town Center. Part of the next steps would be to flesh out this idea by getting more input. Discussed the future Riverwalk Park as possibly being a central meeting place along Route 28.
 - Creating an identity for the Town centered around our many family friendly activities and marketing that to increase our shoulder seasons.
 - How the visioning project can help the Board of Selectmen with setting of their annual goals.
 - How the demographics of those taking the survey compare with the overall Town demographics. Survey/workshop/roundtable demographics showed the people who

were interested in the project and willing to participate. Kathy Williams noted that she would provide some general demographic data for the Town for comparison.

- c. **Public Comments:** Chat box comments were read into the record including comments related to the Parkers River Boardwalk conflicting with preserving town conservation lands; improving the ratings of the K-12 education system as a primary way of increasing the attractiveness of the town for younger families; improvements to the education infrastructure should be done within the current tax rate which is already high; and appreciation for the visioning survey process.

Tom Nickinello inquired about the input received on a community center as compared to the senior center. Krista Moravec indicated there seemed to be an interest in a place where people from different generations could come together, maybe with an indoor pool. This is an idea that can be tested further as the Board moves forward.

- d. **Schedule and Next Steps:** Kathy Williams noted that the presentation this evening was the final item in the Horsley Witten contract and there are no additional funds available to continue with them. Kathy Williams reviewed the attached Implementation Schedule and indicated she would take the work completed to date and start looking at ways to incorporate it into a draft vision statement and major goals for our next meeting on April 7th. Liz Hartsgrove suggested using word clouds to identify the most consistent terms. Brad Goodwin inquired as to whether costs would play a role in the vision. Kathy Williams noted that the wording of the survey questions could include input on willingness to pay for various initiatives.

3. **Meeting Minutes:**

- a. **March 3, 2021:** On a motion by Brad Goodwin, and seconded by Will Rubenstein, the Planning Board voted (6-0-1) to approve the meeting minutes of March 3, 2021, with Joanne Crowley, Liz Hartsgrove, Brad Goodwin, Will Rubenstein, Susan Brita and Tom Baron voting in favor, and Chris Vincent abstaining.

4. **Board of Appeals Agenda & Decisions:** Tom Baron noted a higher number of family related accessory apartment requests than previously noted.

5. **Committee Updates from Board Members:**

- a. **Middle School Building Committee:** Will Rubenstein noted that five bids were received for the middle school project all within the estimated costs. School Committee meeting is scheduled for March 22, 2021.
- b. **Drive-In Site Utilization Committee (DISUC):** Susan Brita indicated that the DISUC met on March 10, 2021 regarding use of the former drive-in site for the 2021 season. The DISUC referenced their previous November 2020 memo outlining specific issues and emphasized that time is limited to plan programming for the summer. Ms. Brita indicated the possibility of assistance from the Chamber of Commerce. The Board of Selectmen (BOS) discussed this at their March 16th meeting and proposed a letter of solicitation with parameters for use that could be advertised generally and to those entities having expressed previous interest in the site.
- c. **Water Resources Advisory Committee (WRAC):** Tom Baron noted that the WRAC will be meeting on March 29th.
- d. **Capital Budget Committee (CBC):** Will Rubenstein noted he had not seen the list of free cash projects. Joanne Crowley suggested requesting the list through the CBC.
- e. **Community & Economic Development Committee (CEDC):** Joanne Crowley noted that the CEDC met on March 11th and had a presentation by the Energy Committee on solar

programs and energy conservation. CEDC also discussed modifying their goals to be more specific. Once completed, a copy will be shared with the Planning Board.

- f. **Community Preservation Committee (CPA)**: Liz Hartsgrove noted the CPA application for Sandy Pond is not on the spring Annual Town Meeting warrant and has been postponed until the fall to gather more input.

6. **Board Member Items:**

- a. Joanne Crowley reminded people of the Open Meeting law requirements and cautioned people from using "reply all" on e-mails or to a quorum of planning board members.
- b. Liz Hartsgrove suggested a letter of welcome to the new Town Administrator, outlining the visioning project, inviting him to a meeting, and possible assistance with funding of the next phases. The Board briefly discussed and agreed on an introductory letter to be drafted by the Town Planner for review by the Chair.

7. **Correspondence:** Attachments noted below were sent to the Planning Board via e-mail.

8. **Staff Updates:** Kathy Williams provided an update on the following:

- a. **Business View Magazine:** Kathy Williams highlighted the feature article on Yarmouth in Business View Magazine which was sent to the Planning Board members.
- b. **Annual Town Meeting:** Annual Town Meeting is currently scheduled for Saturday May 22, 2021.
- c. **CDBG Survey:** Mary Waygan announced a CDBG Action Plan Survey with questions related to housing. The results of the survey will be distributed when complete.

9. **Upcoming Meetings:**

- a. April 7, 2021
- b. April 21, 2021

10. **Adjournment: VOTE:** On a motion by Tom Baron, seconded by Brad Goodwin, the Planning Board voted unanimously (7-0) to adjourn at 7:04 PM.

ATTACHMENTS:

- **March 17, 2021 Agenda**
- **Script - Explaining Remote Access Planning Board Meeting**
- **Community Visioning:** Summary of Public Input Memo and PowerPoint Presentation from Horsley Witten, Summary of all Public Comments, and updated Implementation Plan dated March 12, 2021.
- **Draft Meeting Minutes:** March 3, 2021
- **Miscellaneous Correspondence since last Planning Board Meeting:**
 - Conservation Commission Agenda for 3/18/21
 - March 12, 2021 e-mail from Town Planner on Publicity for Visioning Summary Presentation on 3/17/21.
 - March 12, 2021 e-mail from Mary Waygan for CDGB Action Plan Survey
 - Dennis Abutter Notices for 3/22/21
 - Business View Civil and Municipal Magazine – Yarmouth MA Feature Story

Approved on April 7, 2021:

On a motion by Will Rubenstein, and seconded by Brad Goodwin, the Planning Board voted (6-0) to approve the meeting minutes of March 17, 2021, with Joanne Crowley, Liz Hartsgrove, Brad Goodwin, Will Rubenstein, Susan Brita and Chris Vincent voting in favor.