

Town of Yarmouth
MINUTES OF THE PLANNING BOARD MEETING OF
May 5, 2021

YARMOUTH TOWN CLERK

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The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **May 5, 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, Joanne Crowley, Susan Brita, Tom Baron, Liz Hartsgrove, and Will Rubenstein

Planning Board Absent: Chris Vincent

Staff Present: Kathy Williams, Town Planner

1. **Meeting Opening:** Chair Joanne Crowley opened the virtual meeting at 5:31 PM and took a roll call to establish quorum. Kathy Williams, Town Planner, served as the Moderator for the virtual meeting and read the attached statement regarding the reason for the virtual meeting and provided an overview on how remote participation works. All votes were taken by roll call and the meeting was livestreamed on the Town of Yarmouth YouTube Channel.
2. **Community Visioning:** Discussions on attached draft concepts for the Vision Statement, Goals and second Survey.

Joanne Crowley gave a brief overview of the information for review and the hopes to make progress on the survey.

The Board had a few edits on the wording for the Vision/Goals, but spent the majority of the evening discussing the draft second survey. Modifications to the survey included modifying the format to reduce the number of clicks; eliminating the numbering of the questions; edits to the introduction (Liz Hartsgrove to send edits to staff); elimination of some repetitive questions; and rephrasing, reformatting and clarifying other questions. The Board also discussed whether to include funding questions or more detailed project specific questions (i.e. centralized vs village libraries), but ultimately decided not to include these in the survey.

Joanne Crowley reviewed the upcoming schedule, noting that staff needed to start publicizing the second phase of the visioning project. The Board also discussed having a presentation of the Vision/Goals at the June 16th Planning Board meeting rather than any Workshops. Collecting the information during a Workshop could be cumbersome versus collecting input directly through the survey.

The tentative schedule discussed included:

- May 22nd – publicize visioning at the Annual Town Meeting
- May 25th Board of Selectmen Update
- June 1st launch of Second Survey – run through July 31st
- June 16th Visioning Presentation – starting at 4:30 PM

3. **Meeting Minutes:**
 - a. **April 21, 2021:** On a motion by Brad Goodwin, and seconded by Tom Baron, the Planning Board voted (5-0-1) to approve the meeting minutes of April 21, 2021, with Joanne Crowley, Brad Goodwin, Will Rubenstein, Tom Baron, and Susan Brita voting in favor, and Liz Hartsgrove abstaining.

4. **Board of Appeals Agenda & Decisions:** None.
5. **Committee Updates from Board Members:**
 - a. **Capital Budget Committee (CBC):** Will Rubenstein indicated the CBC had their public hearing with the Board of Selectmen on May 4th, with Board members asking some good questions.
 - b. **Middle School Building Committee:** Will Rubenstein noted the successful ground breaking ceremony for the middle school held on April 30th.
 - c. **Land Disposition Committee (LDC):** Tom Baron mentioned the LDC meeting where they voted to retain the parcel Assessor Map 99.52 near Flax Pond. He noted a continued discussion on the parcel.
6. **Board Member Items:**
 - a. Joanne Crowley noted the Cape Cod Commission has a draft Climate Action Plan out for public comment.
7. **Correspondence:** Attachments noted below were sent to the Planning Board via e-mail.
8. **Staff Updates:** None - meeting adjourned prior to staff updates.
9. **Upcoming Meetings:**
 - a. May 19, 2021
 - b. June 2, 2021
10. **Adjournment: VOTE:** On a motion by Brad Goodwin, seconded by Tom Baron, the Planning Board voted unanimously (6-0) to adjourn at 7:40 PM.

ATTACHMENTS:

- **May 5, 2021 Agenda**
- **Script - Explaining Remote Access Planning Board Meeting**
- **Community Visioning:** Draft #2 of Live, Work, Play & Learn Vision and Goals (Redline and clean copy), proposed edits to Vision/Goals received from Susan Brita on 4/22/21, draft Survey #2 in SurveyMonkey, and proposed edits to Survey from Brad Goodwin on 5/4/21.
- **Draft Meeting Minutes:** April 21, 2021
- **Miscellaneous Correspondence:**
 - Conservation Commission Agenda for May 6, 2021
 - Community Preservation Act Public Hearing notification for May 12, 2021.
 - Cape Cod Commission Press Release for public comment on draft Climate Action Plan.

Approved on May 19, 2021:

On a motion by Will Rubenstein, and seconded by Susan Brita, the Planning Board voted (6-0) to approve the meeting minutes of May 5, 2021, with Joanne Crowley, Brad Goodwin, Will Rubenstein, Liz Hartsgrove, Tom Baron, and Susan Brita voting in favor.