

Draft Minutes
NP&EDC Meeting
Monday, May 16, 2022, 5:00pm
Remote Participation via Zoom Webinar

A video recording of the meeting may be view using the link below:

<https://www.youtube.com/watch?v=Sw-R5jHp4Lo>

Call to Order:

Chairman Lowell called the meeting to order at 5:04pm

Establishment of Quorum:

In attendance:

Commission:

Chairman Nat Lowell
Mary Longacre, Vice-Chair
Barry Rector
David Iverson (*left at 6:16pm*)
Bertyl Johnson
Jack Gardner
Wendy Hudson
Maureen Phillips

Staff:

Andrew Vorce, Director of Planning
Leslie Snell, Deputy Director of Planning
Patrick Reed, Transportation Program Manager
Megan Trudel, Land Use Specialist
Catherine Ancero, Administrative Specialist
Raissah Kouame, MassDOT

Approval of the Agenda:

Bert Johnson moved to approve the agenda. The motion was duly seconded by Barry Rector, and the motion carried **UNANIMOUSLY**.

Approval of the Minutes:

February 8, 2022

Bert Johnson moved to continue the February 8, 2022 minutes. The motion was duly seconded by Mary Longacre and the motion carried **UNANIMOUSLY**.

April 25, 2022

Mary Longacre requested a correction to the vote of “Approval of the Agenda” from “4-1” to “5-1” based on the members present. Bert Johnson moved to approve the minutes as corrected. The motion was duly seconded by Mary Longacre and the motion carried **UNANIMOUSLY**.

Public Comment:

No public comments.

Action/Discussion Items:

Public Hearing – FFY 2023-2027 Draft TIP, Close 21-day Public Comment:

Transportation Program Manager, Patrick Reed, provided the Commission with an overview of the proposed TIP and explained that the TIP is a working document that may be amended from time to time.

Public hearing comments:

Hillary Rayport commented on the proposed TIP. Ms. Rayport asked about the Francis Street intersection and whether or not that could be included. She also asked whether the Milestone Rotary could be a priority. Ms. Rayport stated that the Historical Commission would like to see additional smaller roundabouts that would be compatible with the historic setting and would like certain signs to be removed from Milestone Road, as they are excessive.

Director Vorce confirmed that the Town has authority to utilize the Water Company property and the Land Bank property to make improvements to the Milestone Rotary.

Chair Lowell suggested that multiple funding sources be utilized and that BETA (consulting group) presented great solutions.

Hillary Rayport asked why projects such as Francis Street would not be programmed into the TIP.

Mr. Reed stated that this particular project still has a number of steps, including engineering work and interdepartmental coordination that would need to happen prior to added on the TIP.

Barry Rector moved to close the 21-day public comment period. The motion was duly seconded by Bert Johnson and the motion carried **UNANIMOUSLY**.

Barry Rector moved to approve and endorse the amendment to the TIP. The motion was duly seconded by Bert Johnson and the motion carried **UNANIMOUSLY**.

FY2022 UPWP Revisions, Open 21-day Public Comment Period:

Mr. Reed provided the Commission with an overview on the requested changes, which primarily include covered staff.

Barry Rector moved to open the 21-day public comment period for the revisions to the FY2022 UPWP. The motion was duly seconded by Bert Johnson and the motion carried **UNANIMOUSLY**.

FY2023 Draft UPWP, Open 21-day Public Comment Period:

Barry Rector moved to approve and endorse the amendment to the TIP. The motion was duly seconded by Bert Johnson and the motion carried **UNANIMOUSLY**.

Update – Open Space Plan

Director Vorce provided the Commission with an overview of the draft survey included with the packet. He further explained that the plan is required to open up funding opportunities.

Update- Buildout Analysis

Director Vorce provided the Commission with an overview, stating that Weston and Sampson is still analyzing the data and that detailed information will be forthcoming.

Update- Director of Planning Annual Review

Megan Trudel reminded everyone that the reviews are due May 20th and to reach out for assistance if need be.

Update/Discussion – Transportation Program Manager, non-union position

Director Vorce informed the Commission that this position is no longer a union position, and at some point the Commission will need to review and approve a contract for the position.

Annual Town Meeting 2022 Recap

Director Vorce provided a recap, stating that the majority of the articles were voted in alignment with the Commission's recommendation.

Mary Longacre asked about article 91 (Easy Street). Director Vorce stated that the Town will be in continued negotiations, and that this would be eligible to come back next year for ATM, and would not have to wait two years. Additionally, there may be additional ways to purchase not requiring a vote of Town meeting that would not require a taking or eminent domain.

Barry Rector stated that everyone should feel great about the outcome of Town Meeting, and they plan an integral role. He also suggested scheduling Tucker Holland to be on a future agenda either late summer/early fall for an update.

Mary Longacre suggested also inviting other affordable housing agencies.

Discussion- Upcoming Vacancies/Appointments (*to be determined at the June meeting*)

- **At-large Commission member (to be advertised in the Inquirer and Mirror May 26th and June 2nd with interested candidates to submit their requests in writing to Director Vorce by June 10th)**
- **Bicycle and Pedestrian Advisory Committee “BPAC”**
- **Affordable Housing Trust – NAHT (*currently Dave Iverson*)**
- **Bylaw Committee – (*currently Nat Lowell, Barry Rector, one vacancy*)**
- **Massachusetts Association of Regional Planning Agencies – MARPA (*currently Mary Longacre*)**
- **Capital Program Committee (*currently vacant*)**
- **Contract Review Committee of Human Services (*currently Bertyl Johnson*)**
- **Commission appointments**
 - o **County Commissioners (*Matt Fee*)**
 - o **Housing Authority (*Bertyl Johnson*)**

- **Conservation Commission** (*Maureen Phillips*)

The Commission discussed the various openings, which should be on the June 27th agenda for appointment.

Director Vorce stated that BPAC has been inactive for awhile and wondered what the members thoughts were on getting that committee reactivated. Chair Lowell provided the Commission with the history of the committee and stated that it's important for the committee to be reactivated. Chairman Lowell asked for what the appointment process was the last time.

Wendy Hudson asked for the Rural Policy Advisory Committee to be added to the list.

Deputy Director, Leslie Snell stated that it may not be necessary to have a MARPA rep, as the other regions only have staff in attendance at the meetings, but that it will be on the upcoming MARPA agenda for discussion.

Discussion of resuming in-person meetings and meeting time

The Commission discussed options and wanted to know more info as to whether the order would be extended and whether the Commission would be eligible for hybrid meeting space. Megan Trudel confirmed that June 27th is currently scheduled for Zoom but the room at 4FG is also reserved, hybrid is not scheduled at this time.

Mary Longacre stated that should be in favor of hybrid if possible, as we frequently have people attending from off island such as Mass DOT, where the conference call option is not ideal.

Mrs. Trudel stated that she would gather more information, and perhaps Zoom would be the most efficient for June's meeting. Mr. Vorce stated that the preference would be either Zoom or Hybrid, not just in person.

Other Business

Next Meeting on Monday, June 27th

Adjournment:

moved to adjourn the May 16, 2022 NP&EDC meeting. The motion was duly seconded by and the motion carried **UNINAMOUSLY**.

The meeting adjourned at 6:51pm.

Minutes submitted by:
Megan Trudel