

Draft Minutes  
NP&EDC Meeting  
Monday, June 27, 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=SOcTV666Rco&t=2465s>

**Call to Order:**

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

**Establishment of Quorum:**

**In attendance:**

**Commission:**

Nat Lowell, Chair  
Mary Longacre, Vice-Chair  
Bertyl Johnson  
Joseph Topham  
Wendy Hudson  
Barry Rector  
John Trudel (*arrived 5:24*)

**Staff:**

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

**Approval of Agenda:**

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

**Public Comments:**

No public comment was made.

**Action / Discussion Items:**

**At-Large Membership Appointment (1 three-year term) *CONTINUE TO JULY MEETING***  
***Submission deadline extended until July 8th***

Director Vorce explained that he was not in receipt of any letters of interest for the At Large position, so it will be re-advertised for the July meeting with a submission deadline of Friday, July 8<sup>th</sup>.

**Acceptance of Membership Appointments**

**County Commissioners (Dawn Hill Holdgate)**

Bert Johnson moved to accept Dawn Hill Holdgate as the County Commissioner's representative to

the NP&EDC. The motion was duly seconded by Joseph Topham, and the motion carried **UNANIMOUSLY**.

**Housing Authority (Bertyl Johnson)**

Barry Rector moved to accept Bertyl Johnson as the Housing Authority's representative to the NP&EDC. The motion was duly seconded by Mary Longacre, and the motion carried **UNANIMOUSLY**.

~~Conservation Commission~~ **(will be appointed at the July 14<sup>th</sup> ConCom Meeting)**

Acceptance of the Conservation Commission appointee will be continued to the July meeting.

**Election of Officers – *CONTINUE TO JULY MEETING***

Chairman (Current: Nat Lowell)

Vice-Chairman (Current: Mary Longacre)

**Agency Appointments – *CONTINUE TO JULY MEETING***

Contract Review Committee of Human Services (1)

Capital Program Committee (1)

NAHT (1)

By-law Committee (3)

Rural Advisory Policy Committee (1)

**Update – Open Space Survey, *Weston and Sampson***

Gene Bolinger, of Weston and Sampson, presented to the Commission an overview of the survey results. He highlighted trends and explained that the data collected from the survey is still being analyzed.

**Extension of Weston and Sampson Contract, *from 6/30/22 to 12/30/22***

Bertyl Johnson moved to extend the Weston and Sampson contract for the buildout analysis until December 20, 2022. The motion was duly seconded by Barry Rector, and the motion carried **UNANIMOUSLY**.

**Update – Monomoy Area Plan**

Matthew Westfall (*also in attendance John Kitchner and Leo Mullen*) provided the Commission with an update on the status of the Monomoy Area Plan. The plan is in its final stages, and the group expects to be able to present to the Commission the completed plan for the August meeting for the Commission's review and approval.

**BPAC Appointments (6 three-year terms)**

Jason Bridges

Michel Kremer

Ian Golding

Laura Walters

John Myntinen

RJ Turcotte

Mary Longacre moved to appoint the six (6) individuals listed on the agenda to the six (6)

vacant seats on the Bicycle Pedestrian Advisory Committee “BPAC” for a term of three (3) years. The motion was duly seconded by Joseph Topham, and the motion carried **UNANIMOUSLY**.

**Public Hearing – FY2022 UPWP Revisions** (*written 21- day public comment period closed June 6<sup>th</sup>*)  
Chairman Lowell opened the public hearing.

Bertyl Johnson moved to close the public hearing and to endorse the amendment to the FY2022 UPWP as proposed. The motion was duly seconded by Barry Rector, and the motion carried **UNANIMOUSLY**.

**Public Hearing – FY2023 Draft UPWP** (*written 21- day public comment period closed June 6<sup>th</sup>*)  
Chairman Lowell opened the public hearing.

Bertyl Johnson moved to close the public hearing and to endorse the FY2023 UPWP as proposed. The motion was duly seconded by Joseph Topham, and the motion carried **UNANIMOUSLY**.

#### **Transportation Planner Update**

Mr. Reed informed the Commission about two different grant applications that he is working on, the first is Federal aid to assist with the creation of Wauwinet Road bike path and a grant for Safe Street. Additionally, he provided the Commission with an update on the in-Town bike path and Milestone bike path.

#### **Director of Planning Annual Review, COLA**

Mary Longacre asked whether the contract was intended to be retro active to July 1, 2020 as indicated in the memo. Director Vorce confirmed that it should be retro active to 2021, not 2020.

Mary Longacre moved to approve the increase as proposed with the updated retroactive date to July 1, 2021. The motion was duly seconded by John Trudel, and the motion carried **UNANIMOUSLY**.

#### **Discussion – Deputy Director of Planning, PAF** (*Deputy Director Snell's contract was unanimously approved at the June 21, 2021, Commission meeting*)

Director Vorce provided the Commission with an overview, explaining that the Commission already approved the contract, and that the endorsement of the PAF form will ratify that decision so that it may be recognized.

Bertyl Johnson moved to resubmit the contract approval and endorse the PAF form for Deputy Director Snell. The motion was duly seconded by Barry Rector, and the motion carried **UNANIMOUSLY**.

#### **Update – Draft Fertilizer Regulations**

Director Vorce informed the Commission about the draft fertilizer regulations. He explained that the Board of Health is the regulating authority and that the NPEDC no longer has anything to do with fertilizer, that the NPEDC's role expired in 2014.

Mary Longacre suggested that the term “planting bed” be defined, and that the term “horticultural” is defined as commercial, but in theory it may be understood by an individual to extend to personal/residential, which could cause confusion.

#### **Update – DLTA Senate Budget**

Director Vorce provided the Commission with an update on the DLTA funding, which has previously gone to buildout analysis, 6FG and other important projects.

#### **Update – SEED – Rescue Plan Funds**

South Eastern Economic Development – There have been previously funded workshops to assist with small businesses. More information regarding the NPEDC’s role will be forthcoming.

#### **Other Committee Reports**

Wendy Hudson presentation the Commission with an overview of the latest Rural Advisory Committee meeting, which was held on June 10<sup>th</sup>.

#### **Other Business**

Director Vorce let the Board know that he included information regarding Biden’s NIMBY Act in the packet for the Commission’s review and that many of the points are consistent with initiatives that we have been supporting locally.

Next NPEDC meeting will be held on Monday, July 18<sup>th</sup> via Zoom.

#### **Adjournment**

Bertyl Johnson moved to adjourn the June 27, 2022 NP&EDC meeting. The motion was duly seconded by Barry Rector, and the motion carried **UNANIMOUSLY**.

The meeting adjourned at 6:52pm

Submitted by: Megan Trudel