



Planning Board Meeting Minutes Tuesday, June 2, 2020 7:30 pm – Zoom Meeting

Members Present:	Heather von Mering (chair)	Diab Jerius
	Heather Hannon (vice chair, clerk)	Maureen Meister
Members Absent:	Elizabeth (Betsy) Cregger	
Also Present:	Brian Szekely, Town Planner	Nancy Polcari, Recording Secretary
Others Attending:	Sally Dale	Lisa Wong (Town Manager)
	Kevin Sarney	Beth Rudolph (Town Engineer)
	WinCam	

A quorum being in attendance, Heather von Mering, chair, calls the Winchester Planning Board meeting to order at 7:33 pm.

Agenda:

Chair von Mering opened the meeting requesting Ms. Meister to provide background and update on her recent letter to the Planning Board and other boards. Mr. Szekely in his PB reports indicated a developer (Brendan Lyons) has met with the Town wanting to demolish a duplex on Harvard Street. It is not an architecturally distinguished structure, but it does reflect the local history. It raises the question: what position does the Planning Board want to take? This home is in the section where the majority of the Town's Black community resided. Chair von Mering had talked with the Network for Social Justice who conveyed that the Black community was very strong, but in the 1970's through various changes (taxes, zoning, etc), these people felt unwelcome and could no longer afford to remain. Chair von Mering noted that the Planning Board recognizes the need to review zoning to assure equitability to all. The Board cannot change the past but can make it better for the future. This developer's plan raises the issue of preservation, reflecting part of Winchester's history. Chair von Mering will obtain more historical information from the Network for Social Justice and talk with Jack LeMenager and then send over information to Claire Dempsey.

Mr. Szekely provided updates:

- He has two different Municipal Vulnerability Preparedness (MVP) grant applications in process: website communications and two green infrastructure projects that Beth Rudolph will discuss later.
- For 58 Lawson Road, the Historical Commission voted "no impact on historic resource".
- 910 Main Street will have a public hearing before the Historical Commission on June 22nd. Chair von Mering requested all input so she can get out a letter from Planning Board prior to the 22nd.

Town Meeting Articles:

Mr. Szekely indicated the Select Board requested the Planning Board suspend indefinitely Article 14 due to budget (to appropriate \$30,000 from free cash to study barriers to development in north Main Street area). Ms. Wong provided update on Select Board discussion: good idea, maybe delay to the Fall, complex issue. Chair von Mering noted that if postponed, the actual work to develop the area will also be postponed; the Planning Board wants to let Town Meeting make the decision rather than delay. Ms. Wong concurred; she noted that the request was originally \$100,000 and has been scaled back and Winchester's current Safe Harbor status provides an opportunity to perform this study.

Chair von Mering inquired about the status of the State's budget for Winchester. Town Manager Wong indicated that the Town expects to hear within 30 days, anticipate with a 20% decrease, and that Chapter 70 will be level funded.

Chair von Mering emphasized that the Planning Board has the responsibility to identify hindrances to development, that this Article will provide those details, and that Town Meeting should have the decision whether to fund the work.

Mr. Szekely noted that the Citizens Petition Article 3 got indefinitely postponed and withdrawn from Town Meeting.

Town Manager Wong asked if the Planning Board had reviewed and responded to the MBTA work regarding design and easements. Chair von Mering noted that the MBTA did respond to many of the items from the Planning Board's feedback. The Planning Board did not review the easements, nor needed to provide comment on them.

Mr. Szekely reported on Town Meeting Article 2, which would add 9 Meadowcroft Road (property) to the Rangeley Park Heritage District.

Mr. Jerius motioned to endorse Article 2. Ms. Hannon seconded the Motion. No discussion. Vote: Jerius, Hannon, von Mering in favor. Meister abstains as resident in district. Cregger absent. 3-1-0 Motion passes.

MVP Grant Application

Mr. Szekely summarized that the Municipal Vulnerability Preparedness application is for 2 grants. One involves nature-based stormwater solution project and the second develops a website tool for climate and emergency preparedness. Mr. Szekely is requesting a letter of support from the Planning Board for the first application. Ms. Rudolph provided more details on the project scope for the nature-based stormwater solution. This would involve the design of underground tanks to provide a filtration system to remove stormwater from the existing system. Discussion followed. Ms. Rudolph confirmed the two locations (Washington Street Park, and park at Middlesex/Palmer streets); noted that the existing surface would be returned to a park; that signage would be added to reflect the purpose and activity happening below the surface; that a future grant would provide funds for construction.

Mr. Jerius motioned to support the Town's application for an MVP grant for the storm mitigation design. Ms. Meister seconded the Motion. No discussion. Vote: Jerius, Meister, Hannon, von Mering in favor. Cregger absent. 4-0-0 Motion passes.

Fee Schedule for Subdivisions:

Mr. Szekely continued the agenda regarding the Fee Schedule for Subdivisions. He provided the current Town structure and compared it with Lexington's chart. Depending on the development project, calculating the fees becomes a time-consuming and complicated process, noting the Dunster Lane development was simple while the Abby Road project was challenging. Discussion ensued with the following observations:

- The fees remain low compared to Lexington.
- Preference to keep process clear, simple.

Mr. Szekely will review with legal the possibility of a fee based on a % of the project cost (instead of a complicated chart), adjusting upon completion when final costs are known. He noted that there are currently no known subdivisions moving forward.

Mr. Jerius moved to increase the fees with the current structure by inflation for the MetroBoston area. Ms. Meister seconded the Motion. Discussion resulted in Mr. Jerius withdrawing his Motion.

Mr. Jerius moved to change the costs for the number of lots categories to \$2500, \$5000, and \$7500, respectively, and keep the remaining costs as existing. Ms. Meister seconded the Motion. No discussion. Vote: Jerius, Meister, Hannon, von Mering in favor. Cregger absent. 4-0-0 Motion passes.

Subdivision Close-Out Update:

Mr. Szekely noted that the property at Williams Circle sold; owners are working with Ms. Rudolph and Mr. Szekely to complete the project; they are getting contractors to finish.

Planning Board Liaisons:

Chair von Mering proceeded to the Planning Board Liaisons, asking to update, shifting from members, noting that members can change their liaisons annually.

Tree Bylaw Working Group:

Chair von Mering requested volunteers for the Tree ByLaw working group. Mr. Jerius and Ms. Hannon requested to participate.

Winchester Tomorrow Letter to ZBA:

Mr. Szeleky indicated Elaine Vreeland, Conservation Agent, has located the restriction and Mr. Szekely will incorporate into document and forward to Chair von Mering so she can finalize the Planning Board's response to the letter to the Zoning Board of Appeals.

Approval of Meeting Minutes:

Chair von Mering requested Board comments to the April 7, 2020, Planning Board Meeting Minutes. There were none.

Mr. Jerius moved to approve the minutes of the April 7th Planning Board meeting. Ms. Meister seconded the Motion. No discussion. Jerius, Hannon, Meister, von Mering in favor. Cregger absent. 4-0-0 Minutes approved.

New Business:

Mr. Szekely noted that the Waterfield Lot RFP will be presented by Town Manager Wong on June 10th 7:30 pm meeting. Jenn Goldson with the Review Committee are taking comments. Out of 9 responses to the FRQ, 8 met the criteria to move forward. The RFP will go out on June 22nd to be returned by August 31st. The RFP will include parking and will be sent for review by Planning Board. Ms. Hannon will participate in the RFP process as Planning Board representative.

Chair von Mering returned to the liaison assignments. Ms. Meister requested to return to the Historical Commission and was willing to remain on the Design Review Committee. Mr. Jerius liaise with the Housing Partnership and Conservation Committees. Chair von Mering attends the Select Board meetings; and requested to serve on the Capital Planning Committee. After reviewing the By Laws, Chair von Mering (Chapter 2 Section 4.5) determined that the Planning Board appoints the Capital Planning Committee representative.

Mr. Jerius moved to have Chair von Mering assigned to serve on the Capital Planning Committee on behalf of the Planning Board. Ms. Meister seconded the Motion. No discussion. Jerius, Hannon, Meister, von Mering in favor. Cregger absent. 4-0-0 Motion passed.

Mr. Jerius moved to adjourn the meeting. Ms. Meister seconded the Motion. No discussion. Jerius, Hannon, Meister, von Mering in favor. Cregger absent. 4-0-0 Motion passed. Meeting adjourned at 9:32 pm.

Nancy Polcari, Recording Secretary

Heather Hannon, Clerk