



Planning Board Meeting Minutes Tuesday, April 26, 2022, at 7:00 pm – Zoom Meeting

Members Present: Diab Jerius, Chair
I-Ching Scott
Nicholas Rossettos
Sally Dale, Vice Chair/Clerk
Kurt Spring

Also Present: Brian Szekely, Town Planner
WinCam
Nancy Polcari, Recording Secretary

Others Attending: John Rufo
William Foucher
Ruth Trimarchi
Michael Wang

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:03 pm, noting that the meeting is being video recorded via WinCam and Zoom. Roll call of PB members: Dale, Scott, Rossettos, Jerius in attendance. Mr. Spring arrived a few minutes later.

1. Updates - Chair Jerius:

- a. A meeting was held today with Town Counsel, Town Planner, Assistant Town Engineer, Town Manager and PB Chair to discuss the ZBA Petition for the lot on Abby Road. The as-built drawings are still being reviewed to ensure completeness and accuracy. PB could reopen the subdivision if the stormwater management is not sufficient for the site. The Town's peer reviewer approved the stormwater design. Any concerns for stormwater need to be directed to the PB. Mr. Szekely clarified that there is \$13K available for as-built drawings. These funds can be used to verify the drawings or have them done, if needed.
- b. The Sustainability Director has requested a letter of support by May 5th for 2 drainage pilot programs (draft and details in packet). This is a grant application, and the letter goes to the Municipality Vulnerability Preparedness Manager. PB discussed, noted it is a good idea, and concurred with the support letter.

2. Meeting Minutes:

a. Meeting Minutes for March 15, 2022:

Ms. Dale: Referenced her email of April 26, 2022, to the PB summarizing her edits to the meeting minutes.

PB discussion: no other comments.

Mr. Spring moved to approve the PB Meeting Minutes of March 15, 2022, as amended. Ms. Scott second the Motion. Vote: Dale, Scott, Spring, Jerius in favor. Rossettos abstains. Motion passes 4-0-1.

b. Meeting Minutes for March 29, 2022:

PB discussion:

- Page 1: the wording for the update from Mr. Szekely referencing the MBTA state law is unclear.
- Page 2: the wording for "Develop a better process to expedite permits that are not "our own" (ZBA)" is unclear.

PB concurred that Ms. Dale and Mr. Szekely would revise the wording.

Mr. Spring moved to approve the PB Meeting Minutes of March 29, 2022, as amended. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

c. Meeting Minutes for April 12, 2022:

PB discussion:

- Page 1: Anderson and Kreiger are misspelled.
- Page 4: the letters are DHCD (not DACD).
- Ms. Scott: on Page 4 the wording does not reflect her intent; it is a complicated issue.

PB concurred that Ms. Scott would review and edit her comments. The minutes will be resubmitted for review at a future meeting.

3. Town Meeting Process Document:

Ms. Dale: Referenced her document of April 7th in the packet and summarized the process of taking a bylaw to Town Meeting, including the timeline required for reviews and public hearings.

PB Comments:

- Add advertising of the Public Hearing; needs to be 3 weeks prior to the Public Hearing.
- Information sessions are different from Public Hearings.
- The final draft presented at the Public Hearing needs to be close to finished (not something that will continue through an editing and revising process).
- Add an information session early in the draft process.
- 4 months prior to Town Meeting, Boards and committees want to see language that is close to final. Difficult to schedule with summer and busyness of early September.

Discussion to continue at a future meeting.

4. Form + Place for North Main Street Corridor Analysis:

Chair Jerius: Introduced Michael Wang and John Rufo, with Form + Place, to review and discuss their scope, schedule and goals for continuing the North Main Street Corridor (NMSC) analysis.

Mr. Wang: Presented slides and discussed the process, summarized the tasks, identified deliverables and proposed a tentative schedule: Kick-off Meeting (today) with PB, Working Session #1 on May 17th, Working Session #2 on May 31st, meeting with community June 14th.

Mr. Rufo: Noted the focus is on listening and recording input, and then synthesizing the information.

Mr. Wang: Continue presentation slides that included refining the vision for the NMSC and six evolving opportunity areas identified in the 2030 Master Plan.

PB Comments:

- There are many individual circumstances: housing, storefronts, etc.
- Suggestion to address by section and explore the options.
- Refreshing to see a new perspective.
- Visualizing is an important part of this process.
- Who are you listening to? Who are you reaching out to?

Mr. Wang: Initially work with the PB members, looking at sections of the corridor and formulating visions. Like to refine the 6 identified visions.

Ms. Dale: Suggested sending open-ended questions to the PB prior to first working session and to use image boards to convey vision.

Mr. Szekely: Will schedule a 90-minute working session on May 17th starting at 7:30 pm.

5. Prioritizing PB Goals:

Mr. Szekely: Presented the list of 13 goals previously discussed.

PB Discussion:

- Suggestion to rank them.
- Include the timing of phases related to Town Meeting process.
- Some goals are outside of the PB control (such as the Waterfield Lot project).
- Some have working groups.

- Waiting on State for guidelines regarding the MBTA Multi-family zoning.
- Suggestion to focus on joint meetings over summer months.
- The goal list covers March 2022 to March 2023.
- Tasks vary in amount of time for PB vs. Town Planner involvement.
- Missing the Symmes Corner Historic Study Committee. This is a parallel project to being the PB representative for the Historic Commission.
- The NMSC and Holton Street projects should be the top two priorities.
- The website and project management tracking are background goals. Suggestion to create a small 1 or 2 person working group to focus on these two items. Another suggestion to have PB members send comments to Town Planner regarding the website.

6. Position Description for Town Planner:

Chair Jerius: This job description, last modified 6 or 7 years ago, has changed since then. It needs updating and the proposed changes are noted in red (in the packet).

PB discussion focused on the changes and what the Town Planner actually does.

Conclusion: have the Town Planner review and make changes to reflect current tasks and possible known future tasks. To also compare with Town Planner job descriptions of similar towns. Suggestion to use more general terms (as compared to being very prescriptive). Aim to have available for the next PB meeting on May 10th.

7. Leaf Blowers:

Ms. Scott: Voiced concern about gas powered leaf blowers noting they are noisy, impact our environment with carbon emissions, negatively affect the insects and birds, and create unhealthy dust. They run for hours, at all hours, even on Saturday. There is a grassroots group, Quiet Clean Winchester, headed by Rachel Whitehouse and George Wood; they are working on a warrant article. Lexington just banned gas powered leaf blowers (starting 2025). Arlington and Cambridge are working on a gas powered leaf blower ban. Ms. Whitehouse's group wants to work with the landscaping companies by loaning out or possibly exchanging electric leaf blowers for gas powered ones. They are not proposing to ban gas powered leaf blowers entirely, but to limit the hours and seasons of operation. Ms. Whitehouse would like to meet and seek the support of the PB. It is a health, environment, and economic development issue that supports the Master Plan.

PB Discussion:

- Open to the idea.
- PB is already very busy.
- Role for the PB is to listen.

Conclusion: Agreed to add Ms. Whitehead to a future PB agenda.

8. Adjourn:

Mr. Spring moved to adjourn the PB meeting of April 26, 2022. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0. Meeting adjourned at 9:36 pm.

Sally Dale, Clerk

Nancy Polcari, Recording Secretary