



Planning Board Meeting Minutes Tuesday, August 30, 2023, at 10:00 am – Remote Participation

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

Also Present: Taylor Herman, Town Planner
WinCam
Nancy Polcari, Recording Secretary

Others Attending: David Gauthier (WinCam)

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 10:07 am noting that the meeting is being recorded via Zoom and WinCam. Roll call of PB members: Rossettos, Scott, Dale, Jerius in attendance.

1. **Form + Place & Innes Design Contract for North Main Street and MBTA 3A Overlay (District Zoning and Design Guidelines):**

Chair Jerius: The scope and fee is the topic of today's meeting.

Mr. Herman: Noted both consultants clarified the concerns identified by the PB at the last meeting: to be flexible throughout the process to work with PB to address any changes; and that Site Plan Review, Inclusionary Housing, Historical Resources Protection and Preservation, and Design Guidelines are all an integral part of the process.

PB Discussion:

- This is comprehensive.
- Where are the funds coming from to support this contract? Chair Jerius noted that there is \$80,000 in the current budget for consulting; an additional \$5,000 is in the outreach budget. Other possible resources would be State funds.
- Can the PB use any funds from not having a Town Planner? Chair Jerius indicated that salaries come from the Town's personnel funds and are not allowed to be used for funding consultants.

Ms. Scott moved to accept the proposal, scope and fee, from Form + Place and Innes Design for Zoning of North Main Street/GBD 2 and GBD 3 and MBTA 3A Overlay Districts, and for Design Guidelines for the same and for Public Outreach for the same, for a fee of \$59,900. Ms. Dale second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

2. **Adjourn:**

Ms. Scott moved to adjourn the PB meeting of August 30, 2023. Ms. Dale second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0. The meeting adjourned at 10:16 am.

Sally Dale, Clerk

Nancy Polcari, Recording Secretary