



**MEETING MINUTES**  
**February 21, 2023**

**PLANNING BOARD MEETING**

Chairman Jim Whitin called the meeting to order at 6:02 p.m. with Vice-Chair Robert Daylor and members John Bullard, Manuel Soares, Mark L. Schmid, and Town Planner, Assistant Town Planner Amy Messier in attendance.

**Chair's Announcement** – Under M.G.L Chapter 30A, section 20(f) – The meeting is being recorded.

**Call to order 6:00 p.m.**

**1. Administrative Items**

- a. **Route 88 Solar 1, LLC (18-011SP)** Endorse Form G for Performance Surety.

*The Board endorsed the Form G. No other action was taken.*

- b. **0 Brookwood Drive (19-005SP)** Endorse Form G

*The Board endorsed the Form G. There was no additional action taken.*

- c. **533 Horseneck Road (23-001A)** K.S.P. Law - Notice of Appeal

*Chairman Whitin mentioned the Notice of Appeal was sent to Town Council and that we are awaiting a response. There was no additional action taken.*

- d. **Approval Not Required (ANR) 484 Sanford Road (23-007A)** Request by the applicant for endorsement of a Plan of Land showing 3 Lots for land located at 484 Sanford Road, Map 23A Lot 397-398.

Alan Quintin, professional surveyor for the applicant, was present.

Ms. Messier recommended endorsement.

**MOTION**

Bullard moved to approve endorsement of the plan entitled "Approval Not Required Plan, 287-289 Gifford Road, 309 Gifford Road Assessor's Map 31 Lot 5A, Lot 6 Westport, MA" because the plan complies with the provisions of M.G.L. Ch. 41 Section 81P. Seconded by Daylor with all five members in favor.

**2. Assistant/Planners report**

**Planner's Report**

Michael Burris

- 2023 Annual Town Meeting:
  - Zoning revisions forwarded to Town Counsel.
- Route 6 Rezoning
  - Next meeting with BSC group moved to March 1.
- Municipal Vulnerability Preparedness Program Grant

- Preparing a grant application to facilitate development of a Climate Resilience Plan. Grant funds would be used for planning services and public engagement activities.
- Meeting with Courtney Rocha next week on the 28<sup>th</sup> to get feedback on pre-application materials.
- Chairman Whitin read a letter dated February 21, 2023, from the Planning Board to the Massachusetts Municipal Vulnerability Action Grant Program, which supports the Westport Climate Resilience Committee's application for the resources needed to establish a Climate Resilience Plan.
- Open Meeting Law
- Temporary provisions allowing remote meetings will expire on March 31. Burris sent a letter to our state representative, senator, and the governor to request that they advocate for a continuation of remote meetings.
- Main Road Streetscape Improvement Plan
  - Starting to develop project materials, such as the project's stakeholder engagement strategy.
  - Looking for tentative volunteers to be on a workgroup for this project from the Planning Board and the Bike and Walking Committee.
  - Also, any contacts with the business community from Hix Bridge Road to the Westport Commons? Need at least one representative from the business community, preferably two.

## **Assistant Planners Report**

Ms. Messier

### Ironwood Renewables:

- Judgment to dismiss on 2/13/23, Plaintiffs have 30 days to appeal the judgement.

### Harbor Water Study:

- Reached out to Frank of Weston & Sampson to follow up from the last meeting in mid-December since at the last meeting a follow-up meeting was loosely established to be sometime in mid-January.

### Maya Way:

- The 45-day deadline for the applicant to reply to a certified letter was sent this Friday, 2/24/23. Next steps: Letter to BOS from the Planning Board requesting that the cash surety (\$87,000.00 plus accrued interest) could be used by the Highway Department to repair Maya Way
- Thin Layer Deposition (salt marshes)
- Currently looking up ownership of the salt marshes. Spoke with the Assessor's Office today, many of the salt marshes do not have an exact location on their mapping GIS and therefore are almost impossible to look up (the smaller ones). The salt marshes and Islands of the West Branch are the following;
  - 0 Great Island; Parcel ID 85\_50\_0  
Owner: Elizabeth Coxé
  - 0 Little Dumpling Island; Parcel ID 86\_51\_0  
Owner: Joan Lewis & Jacquelyn McKeon
  - 0 Big Dumpling Island; Parcel ID 86\_52\_0  
Owner: Joan Lewis & Jacquelyn McKeon
  - 0 Judy Island; Parcel ID 84\_23\_0  
Owner: Hugh Morton & Nancy Dawson
  - Cory or Linnikins Island; Parcel ID 90\_3\_0  
Owner: The Messier Family Foundation
  - 0 Spectacle Island; Parcel ID 86\_49\_0  
Owner: Richard St. Aubin
  - 0 Little Island; Parcel ID 86\_48\_0  
Owner: Westport Land Conservation

Whitin requested additional information from the Assessor's Department for marsh that don't have uplands.

### **3. Invoices**

- a. East Bay Media Group Legal Ad – Zoning By-Law amendments \$246.00

#### **Motion**

Bullard moved to approve the East Bay Media Group Legal ad of \$246.00. Seconded by Daylor with all five members in favor.

- b. W.B. Mason – computer supplies for Town Planner - \$76.94

#### **Motion**

Bullard moved to approve the W.B. Mason Legal ad of \$76.94. Seconded by Daylor with all five members in favor.

### **4. Correspondence**

None.

### **5. Minutes**

February 7, 2023

#### **Motion**

Bullard moved to approve the February 7, 2023; minutes as amended. Seconded by Daylor with all five members in favor.

### **6. Short/Long-term Planning Discussions**

Bullard provided an update on a meeting between the Planning Board staff, CRC members, and Joe Costa of the Buzzards Bay National Estuaries Program. Costa provided an overview of thin layer deposition for saltwater marsh restoration and detailed the processes, costs, and permits necessary for such a project.

### **ADJOURNMENT**

The members unanimously adjourned at 6:45 p.m.

Respectfully submitted,



Nadine Castro, Assistant Town Planner II

**NOTE: *Agenda is subject to change***

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### **NEXT MEETINGS:**

PLANNING BOARD: March 7, 2023 @ 6:00 P.M.

WORK SESSION: ?