



Pursuant to the Open Meeting Law, MGL Chapter 30 A, §§18-25, written notice posted by the Town Clerk delivered to all members, a joint meeting of the Planning Board & Master Plan Advisory Committee (MPAC) was held Wednesday, March 29, 2023 at 7pm in the Town Hall.

Planning Board call to order - *With a quorum present Ms. Weeks called the meeting to order at 7:07 pm.* Present: A. Weeks, Chair; D. Pasquarello, Vice Chair; D. Anderson; P. Clay. R. Woodland
MPAC call to order - *With a quorum present, Ms. Frascella called the MPAC meeting to order at 7:07 pm;* Joanne Frascella, Chair; Deirdre Pierotti, Vice Chair; Ernest Ashley; Phil Colarusso; Deb Evans; Erica Ciampa; David Frenkel; Sue Petrolia. Not present: Kirsten Alexander

Update from MPAC Chair on:

- Update and Discussion on Public Engagement-This phase closed March 13. A Summary Report is due from the consultant April 13.

The following statistics were noted:

- Meetings in a Box: more than 30 meetings held with 155 participants
 - Survey: 264 responses
 - Crowdmap: 184 responses
- Meeting re: Great Estates Zoning - Ms. Frascella explained that Great Estates Zoning was discussed in a Meeting in a Box for the Master Plan and that a meeting was subsequently held to explore this further. Mr. Pasquarello gave an overview of a successful rezoning in Ipswich to allow (NE Bio Labs) commercial or industrial business on parcels over 60 acres with the requirement to use 20 percent of the site for clean industrial use and preserve 80 percent as open space. The Planning Board will further discuss the so called "Great Estates Zoning" for Wenham. There are five potential properties in Wenham for possible overlay district zoning revisions.
Ms. Pierotti spoke on a recent meeting with the Hamilton Master Plan Chair and Vice Chair to further discuss a wide range of topics including status and future intentions to discuss shared services. Ms. Frascella added that Hamilton will seek grant funding to prepare a downtown area plan. Discussion followed to include comments regarding these subjects from Meetings in a Box.
 - Update on Action Item List - The Action Item List is a tracking tool developed by Joanne Frascella and updated by Margaret Hoffman, Planning Coordinator to list all activities /key dates of the MPAC; this will be emailed to all members.
 - Discussion and possible vote on Existing Conditions Report (ECR) process - Ms. Weeks called for discussion on the status of the Master Plan and how to keep the process moving. Chair Weeks noted the Master Plan was a document with many parts and it was not necessary to vote on each section as data may be added during the process and proposed only the final ECR draft be voted.
Chair Frascella concurred since the Master Plan project was on many paths at the same time, the delay of approving the ECR would not impact the schedule for the next phases, Vision and Goals. She went on to explain the consultant stopped the ECR review of comments from committee and cited the edits exceeded the budget for the ECR phase.
Mr. Ashley observed it was the consultants' responsibility to provide a quality final document without typos and edits, but agreed this should not hold up the project and reiterated the Master Plan is the focus, not the ECR. Discussion continued to pause the editing of the ECR and work on it as changes present during the next phases.

Planning Board motion: *Mr. Woodland moved, and it was seconded, the Planning Board and MPAC agree the ECR be an evolving document and finalized at the end of the Master Plan process, and to go forward with Phases three and four.*

Under discussion: Mr. Pasquarello questioned if a vote was necessary. The vote was called and passed 3-2-0 with Pasquarello and Anderson voting in the negative citing a vote not required.

- Discussion continued on the availability of water and the impacts of future development and how this fits into the Master Plan. The quality of water and new EPA standards were a part of this discussion.
- Discussion with Planning Board on Master Plan Progress and Schedule - The next MPAC meeting with the consultant will include a debrief on the public engagement section, and work on goals. There is one more joint Planning Board/MPAC meeting scheduled, but other joint sessions may be added. Ms. Frascella gave a general overview of Phase 3 -Vision.

There was a brief discussion on the Consultant's performance, expectations, and budget.

- Vote to Adjourn

*The **Planning Board** voted unanimously to adjourn at 8:37 pm.*

*The **MPAC** voted unanimously to adjourn at 8:37 pm.*

Respectfully Submitted By

Catherine Tinsley

4.6.23