



**Town of West Newbury
Planning Board
Tuesday February 21st, 2023
381 Main Street, Town Office Building
www.wnewbury.org
Minutes of Meeting**

Open Session: 7:00 PM by remote participation (see below)

Addendum to Meeting Notice regarding Remote Participation:

Pursuant to Chapter 20 Of the Acts of 2021, “An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency”, Approved by the Governor, June 16, 2021, which extended permissions for boards and commissions to conduct remote meetings, the Planning Board conducted its meeting via remote participation. The meeting agenda included instructions for the public about how to participate remotely. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that it has been unable to do so, despite best efforts, the Board will post on the Town of West Newbury website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as practicable after the meeting.

Chairperson Ann Bardeen called the meeting to order at 7:00 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, Deb Hamilton and Brian Murphey. Town Planner Sue Brown was also in attendance. All participated via Zoom Conference.

1. 7:00 P.M – Presentation on MBTA Communities Initiative by Potential Consultant – Dodson and Flinker

- Peter Flinker and Dillon Sussman of Dodson and Flinker, introduced themselves and the company and followed with their presentation to the Planning Board. The presentation highlighted communities where the firm worked closely with town staff and residents to design small mixed-use projects, with the objective of aiming for higher density without disrupting the look of the town. The presentation also focused on how the firm crafts zoning regulations that will guide development consistent with the community’s goals. Planning Board members asked Dodson and Flinker predetermined questions.

2. 8:00 P.M – Presentation on MBTA Communities Initiative by Potential Consultant – VHB

- Luke Mitchell and Regan Checchio introduced themselves and their companies, with a presentation to follow. Mitchell went through the steps in the project approach, and outlined the Team’s technical experience, and Regan focused on civic engagement experience. Planning Board members asked Mitchell and Checchio predetermined questions
- Following the presentation, the Board had a general discussion of the strengths of each potential Consultant Team. Town Planner, Brown requested that each Board member complete the evaluation sheet for each Consultant Team and return to her as soon as possible. The Town’s Procurement Officer will then negotiate a contract with the Team with the highest numerical evaluation.

3. Discussion regarding Public Hearing for Bylaw Amendments (March 7)

- Sue Brown, Town Planner, stated the public hearings will be for amendment changes for the zoning bylaw recodification and the solar bylaw. The first legal notice has been published and information is posted on the Towns website. Brown suggested Sam Joslin, Building Commissioner, present the West Newbury Planning Board Minutes February 21, 2023. Approved April 4, 2023.

recodification at Spring Town Meeting and a planning board member present the solar bylaw amendments.

4. General Business:

- **Minutes** – There were none.
- **Correspondence:** There were none.
- **Administrative Details:** Planning Board members discussed the option of returning to in-person meetings and would like to have a hybrid-style option.
- **Placement of Items for Future Planning Board Agendas:** There were none.
- **Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting:** There were none.

Adjournment:

Bardeen moved to adjourn the meeting at 8:59 P.M. Seconded by Hamilton. Roll call vote was taken, and the motion passed 5-0.

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*