



**Town of West Newbury  
Planning Board  
Tuesday May 16<sup>th</sup>, 2023  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://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 7:01 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. Public Hearing – Planning Board’s Recommendations for Changes – Town of West Newbury Planning Board Stormwater Management Regulations**

Bardeen opened the public hearing by reading the public hearing notice that was published in the newspaper. Lori Kennedy, from Horsley and Whitten, did not have any updates on her end. Town Planner, Sue Brown, spoke about the changes that include making the Planning Board the Stormwater Management Authority, taking out references to public hearings (they only need to be public meetings), changing number of application documents from 11 copies to 6 copies, etc. Board of Health Agent, Paul Sevigny, stated the board members only had minor language changes. Board of Health members voted to agree on taking on the role of being the approving authority if the Planning Board asked them to do so.

**Bardeen made a motion to close the public hearing on the Planning Board’s Stormwater Regulations. Seconded by Hamilton. Roll call vote was taken and the motion passed 4-0.**

**2. Housing Opportunities (MBTA Communities) Initiative Update**

**A.) Town Tour**

Brown stated that Dodson & Flinker were escorted around Town, along with Bardeen, Brian Murphey, Deb Hamilton, Town Manager, Angus Jennings, and Sevigny to view town owned and private sites. This tour was to show land that could be potential MBTA Communities development sites.

**B.) Background Interviews**

Brown stated she had a list of six people to do background checks with which included Gary Bill, Steve Gillis, Dave Holden, Patricia Reeser and Ann O’Sullivan .

**C.) Public Forum and Workshop**

Brown stated the public forum is during the Planning Board meeting on June 20<sup>th</sup>. The workshop will include a more hands on approach for the public and Brown is aiming for late July or into August. Murphey stated September would be a better time frame for the best outcome.

**3. ADU Bylaw Discussion**

Accessory Dwelling Unit Bylaw will be discussed in further detail at the June 6<sup>th</sup> meeting. Board members had a brief discussion regarding septic systems and the ADU bylaw with Sevigny.

**4. Planners Report**

Brown stated The Housing Production Plan stakeholder working group has held two meetings. Corridor Transportation Improvement study will look at the design and planning for Route 113. Brown is also working to look at locations for solar panels – over parking lots, fields, etc.

**5. General Business:**

- **Minutes** – March 21, 2023; April 4, 2023; others, if any  
**Bardeen moved to approve the minutes of March 21, 2023, as amended. Seconded by Hamilton. Roll call vote was taken and the motion passed 5-0.**  
**Hamilton moved to approve the minutes of April 4, 2023, as amended. Seconded by Cook. Roll call vote was taken and the motion passed 4-0. Cronin abstained as he was not in attendance.**
- **Correspondence:** There were none.
- **Administrative Details:** There were none.
- **Placement of Items for Future Planning Board Agendas:** 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 8:48 P.M. Seconded by Cook. Roll call vote was taken, and the motion passed 5-0.**

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*