



# Town of Duxbury Massachusetts

## Planning Board

TOWN CLERK  
2021 NOV -1 AM 10:15  
DUXBURY, MASS.

### Minutes 9/27/2021

The Planning Board met on September 27, 2021 at 6PM. This meeting was conducted remotely via zoom video call due to COVID-19.

Pursuant to Governor Baker's Chapter 20 of the Acts of 2021 dated June 16, 2021, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency regarding suspending certain provisions of the Open Meeting Law, G.L. c. 30A, §18, the Town of Duxbury's Board and/or Committee meetings will be conducted via remote participation to the greatest extent possible with members. Viewers can visit [www.pactv.org/duxbury](http://www.pactv.org/duxbury) for information about Duxbury programming including streaming on Duxbury YouTube, to watch replays and Video on Demand. To watch replays of a meeting, visit [www.pactv.org/duxbury](http://www.pactv.org/duxbury) or to watch online visit PACTV's Video on Demand at [www.pactv.org/ondemand](http://www.pactv.org/ondemand).

Every effort was made to ensure that the public could adequately access the proceedings to the best of our technical abilities and despite our best efforts due to lack of technical infrastructure, this meeting will be available on PACTV to view a video recording and a transcript or other comprehensive record of proceedings will be available as soon as possible after the meeting.

Public phone in-access was available during this meeting at 781-934-1100 x5475. Public email access was available during this meeting at [duxburyplanningboard@gmail.com](mailto:duxburyplanningboard@gmail.com). The public was able to watch the zoom webinar by using the following login information:

**Zoom Video Link:** <https://zoom.us/> click "Join a Meeting"

**Zoom Phone Number:** 1-(929)-436-2866

**Meeting ID:** 835 5998 7707

**Passcode:** 348188

Present: Scott Casagrande, Chair; Brian Glennon, Vice Chair; Keith MacDonald, Clerk; Kristin Rappe; Jennifer Turcotte; David Uitti; and George Wadsworth.

Absent: None.

Staff: Valerie Massard, Planning Director; and Emily Hadley, Administrative Assistant.

Mr. Casagrande called the meeting to order at 6:00PM.

### **Open Forum**

Ms. Turcotte said she got a voicemail from Judeth Van Hamm asking if a few Planning Board members would be interested in attending a clean energy initiative meeting. She asked if other Board members have heard about this meeting and if they are planning to attend. Ms. Rappe said she also got a voicemail about the meeting. Mr. Casagrande asked Ms. Hadley if she knows anything about the meeting. Ms. Hadley said she has not heard anything about the meeting. Mr. Glennon asked Ms. Hadley to contact Ms. Van Hamm to get more information about the meeting.

Mr. Glennon told the Board and the public that there will be a town-wide litter sweep this Saturday starting at the Tarkiln Community Center.

Mr. Glennon informed the Board that the Planning Director position was formally posted on Tuesday, September 21<sup>st</sup>.

Mr. Casagrande said sidewalks on Washington Street are a big issue in Town that needs to be addressed. He said the Town needs to do some more outreach to homeowners, and he plans to discuss the need for funding the Washington Street layouts with the Select Board.

### **Administrative Items**

#### **ZBA Referrals**

Regarding the variance application for 140 Marshall Street, Mr. Casagrande said the bylaw specifically allows variances for height in the flood hazard areas. Bill Rice, owner of 140 Marshall Street, said he has lived in Town for over forty years. He said they are about three inches within the floodplain limit. He said they would like to renovate the building without having to raze and rebuild, which is why they are asking for a variance. Mr. Casagrande said this application is less complicated than other variance permits in Town.

Motion: Mr. Glennon made a motion to defer judgement to the Zoning Board of Appeals the Variance application for 140 Marshall Street, with note that for Flood Hazard areas, the Bylaw specifically allows for variance in height. Ms. Turcotte provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Ms. Rappe – Aye; and Mr. Casagrande – Aye.

Motion: Mr. Glennon made a motion to defer judgement to the Zoning Board of Appeals the Special Permit application for 125 Abrams Hill. Ms. Turcotte provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Ms. Rappe – Aye; and Mr. Casagrande – Aye.



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Ms. Rappe said she is a member of St. John the Evangelist and helped work on the original sign at 410 Washington Street.

Motion: Mr. Glennon made a motion to defer judgement to the Zoning Board of Appeals the Special Permit application for 410 Washington Street. Ms. Turcotte provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Mr. Casagrande – Aye; Ms. Rappe – Abstained.

### **Minutes**

Motion: Mr. Glennon made a motion to approve the minutes from September 13, 2021 as written. Ms. Rappe provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Ms. Rappe – Aye; and Mr. Casagrande – Aye.

### **Approval Not Required Plan: 7 Merry Avenue**

Mr. Casagrande said the plan is to create one additional lot, dividing 7 Merry Avenue into two lots. Mr. Glennon said the plan is clear – the applicants are taking frontage off of Merry Avenue and they have over 200 feet in frontage, meeting zoning requirements. Mr. Casagrande said it is a straightforward plan.

Motion: Mr. Uitti made a motion to endorse the plan entitled, “Plan of Land on Merry Avenue and West Street in Duxbury, Massachusetts,” dated July 6, 2021 and revised through September 15, 2021 as not requiring approval under the Subdivision Control Law. Ms. Rappe provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Ms. Rappe – Aye; and Mr. Casagrande – Aye.

### **Other Business**

Mr. Casagrande asked when Howard Stein Hudson will be bringing the Complete Streets Prioritization Plan to the Select Board for approval. Ms. Massard said this is on the agenda for the Select Board’s meeting on Monday, October 4, 2021.

Ms. Massard said the Town knows constructing a sidewalk on Washington Street is important, but there are no funds available for it. She said setting aside funds to pay for engineering for Washington Street sidewalks would need to be approved at Annual Town Meeting. Mr. Casagrande said the Town needs to get estimates from an engineer for Washington Street. He said the sidewalks need to get done for the Town’s sake, and they will ask for funding at the March Annual Town Meeting.

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Ms. Rappe asked if the Town is prioritizing Washington Street before other projects identified in the Prioritization Plan. Mr. Casagrande said smaller projects can be done quicker using funds from Complete Streets Grant, and the Board will ask for layout funding for Washington Street in the meantime since that project will take much longer to complete.

Mr. Glennon recalled from the Howard Stein Hudson presentation that all the funds from each Complete Streets Grant allotment must be spent before the Town can obtain a further allotment, so the Town will need to be mindful of this when preparing its first funding request. Ms. Massard said the Town can use up to \$400,000 a year and funding applications are open two times a year. She said the Town does not need to complete projects in a specific order. Ms. Massard said the last few times sidewalk layout funding was brought to Town Meeting it was turned down, however it seems that the public perspective may have changed since then.

Ms. Rappe asked about the next round of funding for the Complete Streets Grant and if Ms. Massard can assist with this process while the Town is searching for a new Planning Director. Ms. Massard said she is working on setting up a meeting with Keri Pyke, Howard Stein Hudson, and Peter Buttkus, DPW Director, about sidewalks near the schools. She said the Town has layouts for that area and the sidewalks can be easily completed using the grant funds. She said they are planning on applying for grant funding in the Spring.

Mr. Casagrande reminded the Board that their next meeting will be in-person at the Senior Center.

### **ADJOURNMENT**

Motion: Mr. Uitti made a motion to adjourn at 6:30PM. Mr. MacDonald provided a second.

Vote: Mr. Glennon – Aye; Mr. MacDonald – Aye; Mr. Uitti – Aye; Mr. Wadsworth – Aye; Ms. Turcotte – Aye; Ms. Rappe – Aye; and Mr. Casagrande – Aye.

Materials reviewed at the meeting:

- September 27, 2021 Agenda
- ZBA Case #2021-32: 410 Washington Street
- ZBA Case #2021-33: 140 Marshall Street
- ZBA Case #2021-34: 125 Abrams Hill
- Draft Minutes September 13, 2021
- ANR Plan: Merry Avenue and West Street