



Town of Duxbury Massachusetts

Planning Board

TOWN CLERK
2022 MAR 29 AM 8:50
DUXBURY, MASS.

Minutes 3/14/2022

The Planning Board met on March 14, 2022 at 6PM.

Present: Scott Casagrande, Chair; Brian Glennon, Vice-Chair; Keith MacDonald, Clerk; Kristin Rappe; and George Wadsworth.

Absent: Jennifer Turcotte and David Utti.

Staff: Emily Hadley, Administrative Assistant.

Mr. Casagrande called the meeting to order at 6:01PM.

Open Forum

Mr. Glennon wished the Board a happy pi day. He also announced that the annual beach sweep is this Saturday from 10AM to 1PM.

Ms. Rappe said Ms. Massard suggested the Board discuss which member will be a delegate to the Old Colony Planning Council, and the Board decided this will be an item on the next agenda.

Administrative Items

Ms. Rappe made one amendment to the February 28th minutes.

Motion: Ms. Rappe made a motion to defer ZBA Case #2022-07 to the Zoning Board of Appeals, and approve amended minutes from February 28, 2022. Mr. Glennon provided a second.

Vote: 4-0, Mr. MacDonald abstained.

Withdraw Authorization for Planning Director to Endorse Plans on Behalf of the Board:

Mr. Glennon suggested the Board select a new signatory (a Board member) for convenience. Mr. Casagrande said the signatory option has always been available. Mr. MacDonald suggested that they choose one person as a designee and a backup. Ms. Rappe agreed. Mr. Glennon said the Annual Town Election is in two weeks and two Board members are up for re-election, so he suggested that they continue the item to the meeting after the election. He said they will leave

Ms. Massard as the signatory for the time being. Mr. Casagrande noted that the whole Board can always sign decisions and plans as well.

Motion: Mr. Glennon made a motion to continue the item to the first meeting after the Annual Town election. Mr. MacDonald provided a second.

Vote: 5-0, unanimous.

Annual Town Meeting 2022 Follow-up Discussion

Ms. Rappe said she spoke about Article 17 at the Annual Town Meeting, which was passed. Mr. Glennon said the new local historic districts were approved.

Mr. Glennon said the CPC article for pickleball courts was passed, and the Isaac Simmons Farm was dedicated.

Ms. Rappe asked what happens now that the sidewalk survey article was passed. Mr. Casagrande said it goes to bid through the Building Department to hire a surveyor. He said that section is eligible for safe schools or they can apply for Complete Streets funding to get the sidewalks built after the survey and design are complete. Mr. Glennon said the Town Meeting showed that there is a lot of support for sidewalks around Town, which lines up with what is described in the Comprehensive Plan. Mr. Casagrande said sidewalks were a major item listed in the Comprehensive Plan and the Complete Streets Prioritization Plan. He said the Sidewalk and Bike Path Committee have a good handle on the process. He also noted that they discovered they can have a three-foot width and still be ADA compliant, which means they do not need to change the existing sidewalks and they can just fix what already exists.

Mr. Casagrande said there are areas in Town that we have layouts for that can be built using Complete Streets funding. Mr. Glennon said the Town has to use the money it is awarded from Complete Streets before asking for more funding, so it is a better idea to compile a large number of projects to apply for funding. Ms. Rappe asked if there is a plan to apply for Complete Streets funding for this round, or if it is too late. Ms. Hadley will follow up with Ms. Massard about this.

Mr. Casagrande said there was an article at Annual Town Meeting 2021 to appropriate \$250,000 to grant funding. Valerie Massard, Planning Director; Cris Lutazzi, Executive Director of the Duxbury Beach Reservation; and Leslie Fields, Woods Hole Group; attended a Board of Selectmen meeting, where the Selectmen were asked to comment on the Sea Wall Committee's desire to have a warrant article to fund wall construction. Ms. Massard offered, and Ms. Lutazzi and Ms. Fields agreed, to write a summary and make a recommendation to the Board of Selectmen on an initial starting point to address sea level rise issues facing the Town. The MVP Grant study by Woods Hole Group determined what assets in Town are the most vulnerable to sea level rise.

Mr. Casagrande said the Powder Point Ave is an area addressed in the summary as somewhere that floods often, so this is an area where raising the roads might be helpful.

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A member of the public expressed concerns about the proposed project only raising the road and not taking water remediation into account. Mr. Casagrande said this project was only presented as a possibility for grant funding. The Town needs to set aside about \$29,000 for the initial outreach and design (Phase I) for such a project.

Ms. Rappe noted that the Town does not have a line item for big infrastructure projects, and asked if that is something the Town might consider in the future. Mr. Casagrande said that part of the \$250,000 for matching grant funds can be used by the Town to start these kinds of projects.

Mr. Wadsworth asked if the seawall was discussed at Annual Town Meeting. Mr. Casagrande said yes, this was part of the \$250,000 set aside for matching grant funds. Mr. Casagrande suggested that the Seawall Committee provide more public outreach throughout the Town to gain support for their projects.

Planning Director Search Update

Mr. Glennon gave an overview of the current status of hiring a new Planning Director, and said the hiring committee will re-convene and re-advertise the Planning Director job posting.

Ms. Rappe said Tufts and UMass Boston have Planning Masters programs that the job could be posted to.

Discussion: Comprehensive Plan Implementation Progress

Mr. Glennon said a lot of people were involved in the creation of the Comprehensive Plan, and they owe it to the community to get started on the tasks identified in the plan. He suggested the Board start regularly making this an agenda item to check their progress. He said they will be able to report more once there is a full-time planner to figure out what to focus on.

Mr. Casagrande said he asked Ms. Hadley to send the Implementation Plan to the Selectboard members, and asked for their input on if there is anything they would like to move forward with on their level.

ADJOURNMENT

Motion: Mr. MacDonald made a motion to adjourn at 7:25PM. Ms. Rappe provided a second.

Vote: 5-0, unanimous.

Materials reviewed at the meeting:

- March 14, 2022 Agenda
- ZBA Case #2022-07: 5 Webster Road
- Draft Letter to Registry RE: Change of Signatory

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- February 28, 2022 Minutes
- 2022 Annual Town Meeting Warrant
- 2022 Special Town Meeting Warrant
- Envision Duxbury Chapter 13: Implementation Plan