

PLANNING BOARD MINUTES

Wednesday, March 1, 2023 – 5:00 PM

ZOOM MEETING

TOWN OF TISBURY
P.O. BOX 602
TOWN HALL ANNEX
VINEYARD HAVEN, MASSACHUSETTS 02568
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IN ATTENDANCE:

Benjamin Robinson – Chair, Cheryl Doble – Clerk, Connie Alexander*, Casey Hayward, Elaine Miller

STAFF/MVC:

Laura Silber – Island Housing Planner / Martha's Vineyard Commission (MVC),
Bill Veno – Senior Planner MVC, Amy Upton – Tisbury Planning Board Administrator

OTHERS:

Abbe Burt – Select Board (SB), Louisa Hufstader – Vineyard Gazette,
John Thayer – Board Member/Vineyard House, Inc. (VH), Jennifer Vogel – Executive Director/VH,
Tom McCurdy – Owner/McCurdy Motorcars

*Members that arrived later: Connie Alexander arrived at 5:06 PM.

Chair Benjamin Robinson called the March 1, 2023 Tisbury Planning Board (TPB) meeting to order at 5:03 PM. Due to ongoing efforts to prevent spread of Covid-19 this meeting was held remotely via Zoom platform. The Public could attend and participate in the meeting by the following method:

-Join Zoom Meeting <https://us06web.zoom.us/j/81363795868> Meeting ID: 813 6379 5868

-One tap mobile +13092053325,,81363795868# US

(Recorder's Note: Discussions are summarized and grouped for clarity and brevity).

MINUTES: January 4th, 2023 and January 18th, 2023

CASEY HAYWARD, AT 5:56 PM, MOVED TO APPROVE THE MINUTES FOR JANUARY 4TH, 2023 AND JANUARY 18TH, 2023 AS WRITTEN. SAID MOTION WAS SECONDED BY CONNIE ALEXANDER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

APPOINTMENTS:

5:00 PM:

Board Discussions, see below new/old business

Chair Robinson said the Planning Board would recess the regularly scheduled meeting on March 1, 2023 in order to hold the following Public Hearing. At the conclusion or continuation of the Hearing, the Planning Board would resume the regular meeting to conclude all unfinished business.

6:00 PM:

Commence Public Hearing- Kate Salop; The Toy Box AP 19-B-19.4,5,6,7 Tisbury Bylaw Section

06.06.08

Members Present by roll call: Chair Robinson, C. Alexander, C. Doble, C. Hayward, E. Miller

Others: Kate and Alex Salop – Applicant, Alexia and Sheldon Ebanks, Rich Soo Hoo, Louisa Hufstader, Maggie Mae, Nevin Sayre, Will Stevens, Amy Upton

THE HEARING COMMENCED IN DUE FORM AT 6:00 PM.

Documents on file as referred to during the meeting: Ice Box Proposal February 15, 2023

K. Salop explained that one of the four condominium (condo) units they owned at the Tisbury MarketPlace (TMP) would be converted to a Takeout Only Ice Cream Shop. The ice cream would be sourced from off-Island: 20 (hard ice cream) flavors would be available in cup, cone, milkshake and sundae form. There would be a grab-and-go cooler for drinks. Operating hours would be 11:00 AM to 9:00 PM, Memorial Day through Labor Day, seven days a week; more select hours would be set through Columbus Day based on staffing and demand.

A. Salop screen shared the drawing as **K. Salop** reviewed the current layout and the proposed changes; **Chair Robinson** asked for interior changes to be noted on the plan, e.g. wall shifts, as it would be part of the permit.

K. Salop said the TMP was informed as a courtesy; they expected the Condo Board approval at the February 24, 2023 meeting.

K. Salop said the approval of wastewater flow was the issue at this time; there was a two month stay in place; they were open to any suggestions to move this along and to take the necessary steps to open for June/Memorial Day; **A. Upton** offered suggestions to move the process along with the Board of Health (BOH).

Discussion:

❖ **Parking:**

C. Doble asked how parking would be managed. **K. Salop** anticipated younger hires that would take public buses or be dropped off. She said the overall parking was managed by the TMP with parking permits; the process was under review for the entire marketplace, to provide/distribute parking permits in an equitable manner.

❖ **Seating:**

E. Miller asked if customers would use the Net Result restaurant benches and if that would be an issue? **K. Salop** said they had a very good relationship with them; she had contacted that owner first, as a courtesy. She said they all try to be good neighbors at the location, as there was a synergy among the restaurants. They didn't have plans to add seating as they would use what existed and would encourage use of what was available at the water's edge.

❖ **Food Containers/Waste:**

K. Salop said the Condo Association regulated placement of trash cans; they were discussing options and types of [covered] cans. She said all food containers would be made of compostable materials, there would be no plastic.

❖ **Lighting/Music:**

K. Salop said there would not be additional lighting or amplified music; the store sign would be appropriate to the Condo Association rules.

CONNIE ALEXANDER, AT 6:23 PM, MOVED TO CLOSE THE PUBLIC HEARING PROCESS, HOLD THE WRITTEN RECORD OPEN UNTIL APRIL 5, 2023 AT 5:00 PM AND CONTINUE TO DELIBERATIONS ON APRIL 5, 2023. SAID MOTION WAS SECONDED BY CHERYL DOBLE. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

- ★ The Planning Board resumed their regularly scheduled session at 6:24 PM to address unfinished business.

Chair Robinson said the Planning Board would recess the regularly scheduled meeting on March 1, 2023 in order to hold the following Public Hearing. At the conclusion or continuation of the Hearing, the Planning Board would resume the regular meeting to conclude all unfinished business.

6:30 PM:

Commence Public Hearing -Alexia Ebanks; Ackee Tree AP 09-B-13,14 Tisbury Bylaw Section 06.06.08

Members Present by roll call: Chair Robinson, C. Alexander, C. Doble, C. Hayward, E. Miller

Others: Alexia and Sheldon Ebanks – Applicant, Abbe Burt, Rich Soo Hoo, Louisa Hufstader, Sarah Lolley, Maggie Mae, Nevin Sayre, Will Stevens, Amy Upton

THE HEARING COMMENCED IN DUE FORM AT 6:30 PM.

Documents on file as referred to during the meeting:

Ackee Tree - Revised Floor Plan.pdf

A. Ebanks said they wanted to have a Jamaican/Caribbean Takeout with an expanded menu at the current location; the retail items would move to 19 Beach Road; **A. Upton** screen shared the floor plan. **A. Ebanks** said they were tenants and had approval from the building owner.

Discussion:

❖ **Wastewater:**

C. Alexander asked if the wastewater was discussed and pointed out they would need a prepared foods grease trap. **A. Ebanks** said that in October, 2022 she spoke with Jared Meader, Wastewater Superintendent; he said they had plenty of flow allocated to the site. **C. Alexander** indicated this had not been discussed at the Sewer Advisory Committee. **Chair Robinson** said they would need documentation to support the existing flow amount as well as the letter from the BOH; **A. Ebanks** would follow up to confirm and said they were fully aware of the grease trap requirement.

❖ **Seating:**

C. Doble asked if there would be a bench for waiting customers? **A. Ebanks** said that was a good idea but not in the plans at this time; there was not a plan for outdoor seating either.

❖ **Hours of operation:**

A. Ebanks said the winter hours were 8:00 AM - 7:00 PM, Monday through Saturday. Summer hours were 8:00 AM - 9:00 PM, Monday through Saturday. Year round Sunday hours were 9:00 AM to 6:00 PM.

❖ **Staffing:**

A. Ebanks said staffing was anticipated to be three.

❖ *Parking:*

A. Ebanks said they had an understanding with the adjacent gas station for shared parking; there was rear and side parking of the building as well. She didn't see this as an issue as the food items were grab and go, many customers came by foot or bicycle.

❖ *Trash/Waste/Food Containers*

A. Ebanks said they would use environmental products for all of the takeout; there would not be plastic of any kind; they worked with Fork to Pork (*to help address food waste*). **Chair Robinson** recommended including all of their research for sustainable packaging in the application, including returnable containers for repeat customers.

Rich Soo Hoo, at 6:50 PM, a unit owner at 31 Beach Road, said all the unit owners had a unanimous disapproval for this project. He would submit something formally in writing to have on the record. He listed the concerns:

- The shared driveway wear and tear and lack of maintenance contributions from their side.
- The amount of use and increased traffic of the shared driveway in general.
- Ackee Tree customers that used the 31 Beach Road parking lot to turn around.
- The number of police disturbance calls to that location and noise complaints.
- The condition and placement of their Street/Business sign.
- The additional use of the shared driveway due to the rental car parking area behind Ackee Tree.

Chair Robinson said research needed to be done for the shared driveway: who had usage rights and who was responsible for maintenance, and how it was regulated; **C. Alexander** said this should be a landlord concern not a tenant issue. **E. Miller** asked if there was a written agreement for use?

Members were in agreement that a site visit and some research would clear this up. **Chair Robinson** asked **A. Ebanks** to provide written materials from the landlord for traffic and parking, which would help to move this process along; he extended an invitation to the abutters to join the site visit once it was scheduled.

*ELAINE MILLER, AT 7:05 PM, MOVED TO CONTINUE THE PUBLIC HEARING TO APRIL 5, 2023 AT 6:30 PM. SAID MOTION WAS SECONDED BY CONNIE ALEXANDER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS.
MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.*

Chair Robinson said the Planning Board would recess the regularly scheduled meeting on March 1, 2023 in order to hold the following Deliberation. At the conclusion or continuation of the Deliberation, the Planning Board would resume the regular meeting to conclude all unfinished business.

6:45 PM:

Commence Deliberations- Special Permit Application for Thomas L. and Patricia S. Bransford, 484 Main St., AP 04-B-17 Tisbury Bylaw Section 04.04.02 * see bills payable before commencing.

Members Present by roll call: Chair Robinson, C. Alexander, C. Doble, C. Hayward, E. Miller

Others: Louisa Hufstader, Maggie Mae, Happy Sayre McCord, Nevin Sayre, Laura Silber, Will Stevens, Amy Upton, Bill Veno

*THE DELIBERATIONS COMMENCED IN DUE FORM AT 7:05 PM.
Documents on file as referred to during the meeting: None.*

Chair Robinson asked if the 53G account was up to date; **A. Upton** recapped the payments to date and said the account was not current. **Chair Robinson** said it was fine to proceed based on their payment history.

Chair Robinson said this project had always felt like a guest house; this was mentioned many times throughout the hearing process. He read the Guest House Bylaw into the record and said this [application] should have come in under this bylaw, as they had no intent of year-round rental of the property. It was always intended for use by their family; it was one family that wanted more space. He said this bylaw was approached as the allowable square footage was greater than a guest house. This was a guest house project; **C. Doble** said this proposal was more for a family compound. Their presentation throughout, was for their family to use as a seasonal location, more of a stream of guests.

Chair Robinson said the bylaw [04.04.02] was constructed for multiple/multi family dwellings; this application was not for the intent of this bylaw. He said multi-family was defined as constant, year round housing and a primary residence - that component was critical.

C. Alexander said she understood where the applicant was coming from; she interpreted the bylaw as subdivision without subdivision. **C. Alexander** said she was concerned about the first paragraph of this bylaw; as it was written, it did not provide the intent for which it was crafted.

C. Doble reviewed the definition of the guest house and said it was clearer; it was about ownership. She said this felt like a guest house, the intended use fit with the guest house definition.

C. Hayward said there was a lot of 'gray area' and that the accessory dwelling unit (ADU's) needed to be defined going forward.

E. Miller said she reviewed what needed to be considered for this application [numerous times]; she said the issue of compatibility within the neighborhood had been a constant since the beginning. Many abutters did not feel comfortable with the intent; an effort to come to a compatible resolution was not successful. **Chair Robinson** said if this was viewed in a clean way, with the deed restrictions set aside, the concerns of the abutters and rights of the property owner could be mitigated with screenings or location of the structure, as an example.

C. Alexander said we could only stand on inappropriate use of a bylaw; she was concerned about discussing the compatibility of the neighborhood and cautioned that discussion; filing under the wrong bylaw was the strongest approach to move forward. **Chair Robinson** said in the findings the neighborhood concerns would be included.

Findings:

- Members discussed in detail letters A - L of the TZBL 04.04.02 AL; the applicant was not in compliance with letters E & K.
- **C. Doble** said the current vegetation was natural, the proposed plantings changed the *protection of natural resources*, losing the natural character of the property.
- **C. Alexander** said the previous owners made an effort to *preserve the open spaces and scenic values* with a deed restriction.
- **E. Miller** said the compatibility factor needed to be mentioned and that the previous owners put a restriction on the property to keep the area a certain way, the vision of how the area would look.

Chair Robinson read the last line of the bylaw:

The Planning Board shall not grant a special permit under this section 04.04.02 unless it has found good and sufficient evidence that the plan is appropriate to the intent and purposes of the zoning bylaws and does not conflict with Master Planning policies.

He said this was the opportunity to state this was not the appropriate use of the multi family bylaw; an appropriate bylaw section based on their use would be the guest house.

Chair Robinson asked Members if this was enough to hang a decision on?

E. Miller said she was comfortable with that, with the understanding the findings would include all of the background. **C. Alexander** said after examination, it had become clear for her; she appreciated all of the dialogue. **C. Hayward** was also in agreement.

ELAINE MILLER, AT 7:47 PM, MOVED TO DENY THE PROJECT AS ENUMERATED IN THE DELIBERATION DISCUSSION. SAID MOTION WAS SECONDED BY CONNIE ALEXANDER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

CHERYL DOBLE, AT 7:50 PM, MOVED TO CONTINUE DELIBERATIONS TO APRIL 5, 2023 AT 6:45 PM. SAID MOTION WAS SECONDED BY CONNIE ALEXANDER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

Chair Robinson said the Planning Board would recess the regularly scheduled meeting on March 1, 2023 in order to hold the following Public Hearing. At the conclusion or continuation of the Hearing, the Planning Board would resume the regular meeting to conclude all unfinished business.

7:00 PM:

Continued Public Hearing on Article 3 of the 2023 TZBL Amendments

Members Present by roll call: Chair Robinson, C. Alexander, C. Doble, C. Hayward, E. Miller

Others: Thomas Bransford, Louisa Hufstader, Nevin Sayre, Laura Silber, Amy Upton, Bill Veno

*THE CONTINUATION OF THE HEARING COMMENCED IN DUE FORM AT 7:51 PM.
Documents on file as referred to during the meeting: None.*

Chair Robinson asked if the TPB wanted to add the exception for public ways; letter (i).

C. Alexander said that she and **C. Hayward** were tasked to write a clearer version. Upon review, additional data (e.g. the percentage of private versus public roads; overburdening the neighborhood; the amount of lots that abut each; the number of road associations on the private ways) was needed before moving this forward. They determined that more time was needed to construct something more suitable for the Town.

Chair Robinson, at 8:07 PM, read the final list (sent that afternoon to Members) which was prepared by **C. Alexander** and **C. Hayward** for the record, for the purposes of discussion. **C. Hayward** expressed concerns Members were not reviewing the most up-to-date information.

A lengthy discussion included these points:

- ❖ **E. Miller** offered housing statistics, the number of Tisbury residents looking for [affordable] housing that was greater than the places available.
- ❖ **C. Doble** said focus on overburdening environmentally sensitive areas was critical; criteria needed to be included, it needed to be very clear.
- ❖ **Bill Veno** asked how this applied to the needs of today?
- ❖ **Chair Robinson** said protections were in the bylaws now, but the language could be strengthened. Areas where increased density would be suitable could be reviewed through the Master Plan (MP) process.
- ❖ **C. Hayward** expressed concerns over multi family dwellings, increased density and widening the gap between those that have and have not.
- ❖ **Laura Silber** said multi-family dwellings could be ownership units, not just rental units. She encouraged reaching out and to have discussions with West Tisbury (where they did not have this restriction), the Dukes County Regional Housing Authority (DCRHA) and the Zoning Board of Appeals (ZBA) to feel more comfortable. Deed restrictions/land ownership models were discussed; bylaws were in place as a tool.
- ❖ **E. Miller** expressed changing the mindset of homeowners, to sell at a rate that would be affordable to year round residents (under value) versus selling at market rate to make a [large] profit.
- ❖ This bylaw existed currently on the books; allowing this change didn't mean it couldn't be cleaned up further through the MP process.
- ❖ A significant number of parcels had been precluded because of the existing bylaw; it was not the number of roads but the number of parcels.

C. Alexander said she didn't want this to go to Town Meeting and have this type of conversation on the floor. She preferred a unified approach and recommended withdrawing this from the list, to allow more time for discussion. **E. Miller** said we, as a Planning Board, would work together to come up with a collaborative decision that all Members would support, we all had concerns for the Town; she agreed more time was needed.

CONNIE ALEXANDER, AT 8:33 PM, MOVED TO TAKE THIS BYLAW AMENDMENT OFF THE LIST, TABLING FOR THIS GO AROUND FOR TOWN MEETING, AND TO COME BACK TO IT LATER WITH A BETTER VISION. SAID MOTION WAS SECONDED BY ELAINE MILLER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

Members discussed the benefits of reviewing the bylaws on a regular basis, working on them throughout the year. **C. Doble** said the recodification would happen sooner if the funding was approved at Town Meeting; the focus could be on the most critical areas first, which included housing.

Chair Robinson said the Planning Board would recess the regularly scheduled meeting on March 1, 2023 in order to hold the following Public Hearing. At the conclusion or continuation of the Hearing, the Planning Board would resume the regular meeting to conclude all unfinished business.

7:15 PM:

Continued Public Hearing on Article 5 of the 2023 TZBL Amendments

Members Present by roll call: Chair Robinson, C. Alexander, C. Doble, C. Hayward, E. Miller

Others: Thomas Bransford, Louisa Hufstader, Nevin Sayre, Laura Silber, Amy Upton, Bill Veno

THE CONTINUATION OF THE HEARING COMMENCED IN DUE FORM AT 8:39 PM.

Documents on file as referred to during the meeting: None.

Members were uncomfortable adopting a change without clarification from the ZBA. The ZBA was asked to join a meeting to discuss this request; to date this has not happened. As a professional courtesy, the TPB would explain we didn't understand the request, a meeting was needed for clarification, otherwise this would be withdrawn. **Chair Robinson** and **A. Upton** would get together with the ZBA.

ELAINE MILLER, AT 8:53 PM, MOVED TO APPROVE THE LANGUAGE AS STATED. SAID MOTION WAS SECONDED BY CONNIE ALEXANDER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

CONNIE ALEXANDER, AT 8:54 PM, MOVED TO CONCLUDE THE TWO HEARINGS ON THE BYLAW AMENDMENTS. SAID MOTION WAS SECONDED BY CHERYL DOBLE. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

★ *The Planning Board resumed their regularly scheduled session at 8:54 PM to address all unfinished business.*

BOARD DISCUSSIONS:

A. NEW BUSINESS

a. Master Plan (MP) updates

C. Doble said an email was received from Judi Barrett (Barrett Planning Group LLC, the Master Plan consulting team) with key issues and a summary of big issues from the Inventory and Assessment; this would be presented at the next MP Steering Committee (MPSC) meeting Tuesday, March 7, 2023 at 5:30 PM/HYBRID format. **C. Doble** said a form for comments was available; **Chair Robinson** said the TPB comments needed to be completed as soon as possible so that the Consultants could incorporate those ideas.

The MPSC was asked to give their impressions from the workshops as they all worked through defining the vision for the Business Districts and next steps.

C. Doble said it was important to convey to the Consultants who would be making the final decisions. She said the MPSC should provide recommendations but that the TPB should make the final decisions; the MPSC was advisory to the TPB. It was important to ensure that Peter Flinker and Dillon Sussman/ Dodson & Flinker - Landscape Architecture and Planning had the [correct] information in a timely manner.

Members discussed the timing for the TPB to become more involved in the [final] decision process and to be engaged in a more deliberate way while still allowing the MPSC to work through their process. Members discussed the importance of attending this next meeting and asked if the Consultants would meet with the Board separately; **C. Doble** said she would contact J. Barrett, P. Flinker and D. Sussman.

C. Doble said an invoice was received.

b. Ask Board for Permission to have Amy Upton attend housing bank lobbying day.

Chair Robinson recommended that **A. Upton** call the State Ethics Department for attendance and payment; he would like to know that information before making the decision. **C. Alexander** thought it was wonderful; **C. Doble** agreed as long as there wasn't a conflict. **A. Upton** said she was happy to go either way, with or without pay; she was taking her daughter.

CONNIE ALEXANDER, AT 5:19 PM, MOVED TO ALLOW AMY UPTON TO ATTEND THE HOUSING BANK LOBBYING DAY, PENDING RESEARCH ON THE ETHICAL BOUNDARIES FOR PAY. SAID MOTION WAS SECONDED BY ELAINE MILLER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS. MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.

c. Informal pre-application conversation with Jen Vogel re: New Application for The Vineyard House AP 22-A-6 amended special permit.

Documents on file as referred to during the meeting:

Vineyard House SP app. with Highlights for Review.pdf

John Thayer said the walkways were gravel; Emergency Medical Services (EMS) asked for those walkways to become concrete to help in transporting people [by stretcher] out of the building; **Jennifer Vogel** said it would be beneficial for The Americans with Disabilities Act (ADA) purposes as well.

Mr. Thayer said there were handwritten notes on the site plans by Reid Silva, Vineyard Land Surveying, Inc., but he did not find a formal [MVC] decision. **Chair Robinson** recapped why this was a Special Permit originally, and said there was not a need for amending at the MVC level - it just needed review by the Town. **A. Upton** said this fell under the bylaw of the percentage of pervious versus impervious surfaces; **E. Miller** said this fell within the Groundwater Protection District.

Members discussed options so the Special Permit process [perhaps] would not be necessary and asked if the building inspector could help? **Ms. Vogel** and **Mr. Thayer** said they would contact Reid Silva to assist with the solution.

d. Informal pre-application conversation with Tom McCurdy re: Extension of Special Permit for McCurdy Motorcars AP 10-B-01

Tom McCurdy said there was no change; **Chair Robinson** said based on the findings, the TPB in the past had approved the permit for a five year period. Members were comfortable to move forward; the Public Hearing was scheduled for March 15, 2023 at 6:30 PM.

e. Conversation with Jared Meader regarding Sewer District Changes

Tabled.

f. Re-Visit Planning Board Budget per Request for reduction from the Finance and Advisory Committee (FINCOM)

Chair Robinson said the FINCOM was feeling a budget squeeze; he offered a review of the TPB budget to see if there could be any reductions; **A. Upton** said that based on her calculations, there was no room to reduce.

C. Doble said with increased Special Permit activity, advertising and postage had increased.

E. Miller said many of the projects were complex and that legal services were necessary. She asked, if John W. Grande, Town Administrator/Personnel Director had pushback, what was the alternative?

Chair Robinson said the historical practice was that the SB managed the legal expense budget; the Town didn't like each board having independent counsel.

Chair Robinson said he would report back to the FINCOM that the Board reviewed the budget and could not reduce as there would be extra funding needed for the MP process, recodification of the bylaws, legal counsel, and postage & advertising to meet statutory requirements.

**g. Bills Payable: Dan Doyle/MVC Feb. Invoice; \$1300.00, Payroll; \$2706.76, 51Art-MVMinutes; \$750.00, * (53 G invoice due to Town Counsel in arrears \$3290.00)
Total: \$4756.76 (total does not include 53 G account)**

A. Upton said there were two updates: payroll was \$2538.76 and minutes was \$1233.75; the revised total was \$5072.52.

*CONNIE ALEXANDER, AT 8:56 PM, MOVED TO APPROVE THE BILLS PAYABLE [REVISED TOTAL OF \$5072.52]. SAID MOTION WAS SECONDED BY ELAINE MILLER. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION: 5 AYES, 0 NAYS, 0 ABSTENTIONS.
MS. ALEXANDER—AYE, MS. DOBLE—AYE, MS. HAYWARD—AYE, MS. MILLER—AYE & MR. ROBINSON—AYE.*

B. OLD BUSINESS

I. Upcoming TPB Calendar: Public Hearings, Appointments & Discussions

II. Joint Meeting with Select Board on March 29th, 2023 - What time? Who is Hosting?

Chair Robinson said he would like this to happen before Town Meeting. Members discussed agenda items including Legal Services, Warrant Articles, use of Public Lands/Stewardship of Town Property, a succession program with manuals / a transition plan for staff.

- All felt strongly that a calendar should be set with a regular joint meeting in place each quarter.

III. CPTC Annual Conference register individually and coordinate travel

Chair Robinson said logistics could be worked out once it was known who would be attending; there was not a need for action by the Board.

IV. Geoff Rose/ Patient Centric- write letter to adjust Property Owner Authorization Form for Registry of Deeds.

A. Upton said there was an issue with the owner of record at the Registry of Deeds; she was working with Jonathan Silverstein, Planning Board Counsel for Special Permits, who would advise the next steps.

1. Committee Reports (Updates only)
 - A. Vision Forum
 - B. Land Bank Advisory Committee
 - C. Tisbury Housing Committee
 - D. Community Preservation Committee
 - E. Water Resource Committee (WRC)
 - F. Sewer Advisory Committee
 - G. Site Plan Review Board
 - H. Open Space and Recreation Committee (OSRC)
 - I. All Island Planning Board
 - J. Climate Committee
 - K. Tisbury Waterways Committee

CORRESPONDENCE:

1. Martha's Vineyard Commission Meeting Schedule

Other business not reasonably anticipated 48 hours in advance of meeting:

None.

ADJOURNMENT:

*DISCUSSION ENSUED THEREON, UPON A MOTION DULY MADE BY CONNIE ALEXANDER AND
SECONDED BY CHERYL DOBLE, THE MEETING UNANIMOUSLY ADJOURNED AT 8:57 PM.*

Respectfully submitted;



Teresa Kruszewski, Recorder

APPROVAL: Approved and accepted as official minutes;

Date

Benjamin Robinson, Chair

APPROVED JUNE 21, 2023