

## **Nahant Planning Board Meeting on June 4, 2024**

Chairman noted that notice was duly given and called the meeting to order at 7:00 pm. He then called the roll:

Attending: Rob Steinberg (Chairman) Shannon Bianchi (Vice Chair), Shelia Hambleton, Michelle Capano, and Casey Carey

Absent: John Stabile

Alternate Members: James Dolan did not attend

1. Approve meeting minutes of May 21, 2024. Michelle moved to approve the meeting minutes and Sheila seconded the motion. Roll-call vote taken: Yes - Bianchi, Hambleton, Capano, Carey, and Steinberg. Viviano and Stabile were not present at the time.
2. Chairman first turned to issue of an absent PB member. Sheila suggested reaching out to the absent Board member, and determine whether he wants to continue or not. Our rule is that a letter is sent to the person asking for their resignation of missing 6 meeting in a year, but we are the asking for justification determine whether the absence is justified, and what he wants. The Chairman indicated the James Dolan wishes to resign and the Chairman will reach out to him to send a letter to the Town Clerk and copy the PB and BOS.
3. Casey moved to nominate Sheila Treasurer, seconded by Rob. The vote was unanimous.
4. Sheila moved to nominate Casey as Corresponding Secretary, seconded by Shannon. The vote was unanimous.
5. Michelle moved to nominate Michelle as Recording Secretary, seconded by Sheila. Michelle declined the nomination. Shannon noted that the role is typically filled by a person who was just elected. Rob moved to have Sheila take the position of Recording Secretary and we will alternate approval of minutes among all Board members except Casey because of a lack of a computer and the prior decision of the PB to combine the Corresponding and Recording is suspended indefinitely, seconded by Sheila. The vote was unanimous.
6. Michelle moved to defer further consideration of Board positions of Chair and Vice Chair until we have a decision from the absent Board member and/or a full Board approved in a joint meeting of the PB and BOS, seconded by Rob. The vote was unanimous.
7. Michelle raised the issue of comity among PB member, and the Chair he will make that an agenda item for the next meeting.
8. Shannon moved to postpone agenda item 4 until the next meeting, seconded by Sheila. Michelle noted that the PB meetings are not posted. The vote was Sheila, Casey and Shannon voted yes, Rob voted no, and Michelle abstained. The motion passes.
  - a. The PB determined not to publish our videos on youtube but decided to record the video so it could be accessed. We created a section of the Town website where there is a list of video archives.
9. With respect to strategic goals, Michelle said it is important to create them. We need to follow the legislative development such as ADUs, and not be reactionary. We should try to get ahead of

it. Michelle noted it is important to update the master plan and we should obtain deliverables from other committees. We should inventory what are the key areas of development of the master plan, and determine what technical assistance is needed. CPTC holds special workshops such as roles and responsibilities of the planning board, writing reasonable and defensible divisions, etc. Citizen Planner Training collaborative is the site to take the course. [masscptc.org](http://masscptc.org). Sheila noted we could watch together.

10. Sheila noted that Michelle volunteered to create a special progress checklist. Michelle has looked at the process for getting permit and she will resume her work. Michelle shared a draft of what the process flow work. We will create an agenda item to move this forward over the summer.
11. Shannon asked that the map discussion be deferred but kept as a future agenda item.
12. Chairman said he would resend the email sent to the BOS and Town Administrator with respect to motions approved at the May 21 meeting.
13. Michelle, on new business, asked that Shannon send the written rules of the PB in the Town charter or get a copy from the Town clerk. Shannon noted that Mass general law 40A has the roles and responsibilities of PB.
14. Shannon moved to meet once a month in July and August of 2024 subject to any emergency meeting that may be necessary, seconded by Sheila. Michelle noted that we should work on a document to set goals for 2024-2025, including master plan. Shannon noted that he and Sheila have done a great deal of work on the master plan. Shannon wants to be cautious about pushing for goals for master plan, and Shannon is worried about the PB getting bogged down on housing. Shannon noted that a PB member said that the PB didn't have the skills to do certain plans, and said we first need to know the basics of a master plan. The vote on the motion was Hambleton, Carey and Steinberg were yes, Bianchi abstained, Capano is a no. The motion passes.
15. The Chairman asked for a motion to adjourn and Casey so moved and Sheila seconded. A roll-call vote taken: Yes – Shanno Bianchi, Shelia Hambleton, Michelle Capano, Rob Steinberg, and Casey Carey.

Adjourned at 8:20 pm

Respectfully submitted,

Robert Steinberg, Chairman in the absence of the Recording Secretary

Approved on

Appendix 1

Email from Rob Steinberg to Michelle Capano, Chair, Housing Production Advisory Sub-committee and committee members, dated May 8, 2024, at 1:44pm (also sent to [hpac@nahant.org](mailto:hpac@nahant.org))

I noted last night I had changes on two pages of the report which I would forward to you. They are set out below.

My impression was that there are not other specific comments of planning board members, but they are free to respond to your request for comments if they so choose. My changes are proposals for consideration but I believe these changes, which are a few words, are important for the reasons set forth below.

Proposed Changes:

Page 52 – Section Affirmatively furthering fair housing.

Combine second and third sentence as follows:

After pages 33-34 *“including due, in part, to historic discriminatory housing policies ...*

Eliminate words ‘this is because of’

Rationale: the second sentence is reasonably interpreted to contradict the prior sentence noting there is more than one reason for the different demographics of Lynn and Nahant.

Page 86 – first sentence, second line

After words to residents, add *“as appropriate”*

Page 86, line 6

After words for residents, add *“as appropriate”*

Rationale: for displaced persons, the facts and circumstances will almost invariably differ with respect to a determination to grant a “right-to-return”