

Nahant Planning Board Meeting on Sept 17, 2024

Chairwoman noted that notice was duly given and called the meeting to order at 7:02 pm. She then called the roll:

Attending: Sheila Hambleton, Shannon Bianchi, Rob Steinberg, Rebecca Flacke, Steve Viviano (after approval of minutes), and Michelle Capano.

1. Each attendee noted that they were present, Casey Carey was not present.
2. The Chair asked for a motion to approve the minutes of September 10, 2024, as edited. Motion made by Shannon and seconded by Michelle. Michelle- yes, Shannon – yes, Rebecca – yes, Rob-yes, and Sheila is yes.
3. The Chair asked for a motion to approve the minutes of July 16, 2024. Motion made by Shannon and seconded by Michelle. Michelle- yes, Shannon – yes, Rob-yes, and Sheila is yes except Rebecca who abstained as she was not on the Board.
4. Sheila raised the issue of review on compliance with Open Meeting Laws and sent the PB members a document with requirements. Sheila scheduled a meeting to review Tuesday, November 19 at 7-8:30 pm for free online training for Mass OML.
5. The Chair next turned to short-term rental regulations. Rebecca noted that in the application for rental certificate, it contains review by Building Dept and Board of Health Dept, but says that except for owner occupied everyone must have a Chapter 34 review (prepared by a licensed architect or design consultant) – she noted it is unusual for residential family units to have this review where there is no change of use. Chapter 34 is about change of use and repairs/changes and thus Chapter 34 review does not apply in all cases. Rebecca says it should be taken out, or amended to state that if the Building Inspector has reason to ask for such review, it can occur. Also, what does owner occupied without owner present mean? Steve said short-term rental is a change of use and Sheila said past uses were not permissible. Rob said Chapter 23 should apply to everyone as a change of use and not just a narrow group, and Rebecca agreed. Chapter 34 is in 780 CMR 34 and is a regulation. Shannon noted that we have inspections and Wayne will trigger Chapter 34 review if appropriate. Shannon said that Rob, Rebecca, and Steve agree with position that the proposed regulation is an overreach. Michelle said it is tough question but we should help guide BOS. Consensus that we let BOS know the PB position.
6. The Chair next discussed the Master Plan. She discussed the detailed outline from December 2005 and what was accomplished, including the actual survey. She will send a document to PB members on creating a master plan. Sheila said that she can show housing in Nahant through a GIS map. Shannon noted that Tainter Associates helped PB from the beginning and that a professional will help us. Shannon said we should start with professional group and that first step is community engagement and get funding to develop master plan. Shannon recommended we focus now on first step of community engagement. Sheila said we should have professional services launch, and the issue is how do we get money for consultant. Michelle went to CPC meeting and said they are starting to set plans forward. For 2025, CPC will do prequalifications for grants and determine whether it meet qualifications under state deadlines, and then the grant application is submitted. Michelle explained that we would seek a grant for the master plan and they want to know what we are planning on doing – estimated timeline and cost (and

what are the phases). Shannon said that this doesn't fall under CPC because they use the Town's existing master plan. We are asking for money that isn't project-based. Michelle's strategy is that the grant application should show how this will be multi-year but not box us into any area related to CPC grants. Shannon said we should draft article asking for funding of master plan. Sheila noted we can put an article in at Town meeting, we could do 2 or 3 phases over 3 years, or we could seek money from CPC on housing and open space. Sheila said CPC can tell us whether we qualify and we should do a multi-source process.

7. Michelle noted that the CPC does fund studies. Michelle asks if we can get money on a multi-year basis and Sheila answered yes. Sheila asked if we should invite professionals to a future meeting. Shannon said if all work goes to same guy, we don't have issue of piecemealing to avoid the rfp process. We need to work through Tony because of his oversight for the Town. Shannon asked Sheila to find out if we can go through our own bid procurement process. Sheila will determine the procurement officer. Sheila said we should ask for full amount over time and note it is 3 year period.
8. Shannon said should have meeting with Fincom and BOS as a first step. Agenda is how to discuss funding master plan process, and get support for process.
9. The take-aways are that we are looking for a meeting with Fincom and BOS, as well as CPC likely in November. Shannon will reach out to professionals.
10. The Chair then turned to alternate adds. Sheila noted that we will vote on the candidates and the top two will be alternates.
11. Rob said he needs a back-up. Michelle said she would be willing to do it.

The Chair asked for a motion to adjourn, and Michelle so moved and Rebecca seconded. Shannon-yes, Michelle- yes, Rebecca- yes, Sheila-yes, Rob- yes, and Steve-yes.

Adjourned at 8:43 pm

Respectfully submitted,

Robert Steinberg

Approved by Board on October 15, 2024