



TOWN OF HARWICH PLANNING BOARD

Duncan Berry Chair, Mary Maslowski, Ann Clark Tucker, Emily Brutti,
Harry Munns and Allan Peterson

**MEETING MINUTES
HARWICH PLANNING BOARD
GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH, MA
TUESDAY, FEBRUARY 11TH, 2025 - 6:30PM**

This meeting of the Harwich Planning Board was held in-person and was also available for viewing via the GoToMeeting format.

MEMBERS PARTICIPATING: Duncan Berry Chair, Emily Brutti, Ann Clark Tucker, and Allan Peterson, Harry Munns, Mary Maslowski

MEMBERS NOT PARTICIPATING: None

ALSO PARTICIPATING: Christine Flynn, Director of Planning & Community Development

RECORDING NOTICE; CALL TO ORDER

Mr. Berry called the meeting of the Harwich Planning Board to order on Tuesday, February 11, 2025 at 6:31PM and read the Open meeting Law Notice.

I. PLEDGE OF ALLEGIANCE

Mr. Berry invited all attendees to join in the Pledge of Allegiance.

II. PUBLIC HEARING

Mr. Berry clarified that the order of the agenda has been modified to begin with PB2024-35.

PB2024-35 Town of Harwich, Select Board through Town Administration seek Special Permit for Fast Food/Take-out Restaurant with request for a waiver from Site Plan Review Special Permit (Section 325-55 F). The purpose of the project is to create a workforce development program in partnership with the Grateful Mug Café Non-Profit and Harwich Chamber of Commerce. There will be no change to the building site and the building will not contain a commercial kitchen. The purpose of the program will sell pre-packaged baked goods and beverages. The application is pursuant to the Code of Harwich sections: 325-14 (O) and 325-51

and MGL Chapter 40A section 9. The location is 1 School House Road, Assessor's Map 14 Parcel F3-A. The property is a split parcel located in the Commercial Village (CV), Village Commercial Overlay District (VCOD), and Residential Medium Density (RM) Zoning Districts.

Mr. Berry read case #PB2024-35 as presented. He thanked all citizens for attending.

Mr. Joseph Powers, Town Administrator, spoke to the Board as the primary applicant on behalf of the Town. He summarized the value of the project and shared the support of the Harwich Select Board and Administration.

Ms. Flynn presented information on the location in Harwich Port, in the Harwich Chamber of Commerce. She clarified that the Town of Harwich is the applicant because the Chamber of Commerce building is on municipal property. She stated that the application is for a Site Plan Review Waiver and Fast Food/Takeout Special Permit. There are no changes to the existing building with no commercial kitchen. The overall purpose is a workforce development program within the Chamber of Commerce building. The application is pursuant to the Code of Harwich sections: 325-14 (O) and 325-51 and MGL Chapter 40A section 9. The location is 1 School House Road, Assessor's Map 14 Parcel F3-A. The property is a split parcel located in the Commercial Village (CV), Village Commercial Overlay District (VCOD), and Residential Medium Density (RM) Zoning Districts.

Ms. Flynn summarized the submitted application materials including:

1. Form A and Memo from Administration submitted December 18, 2024.
2. The Grateful Mug Workforce Development Program Narrative from Cyndi Williams, Executive Director, Chamber of Commerce and Shana Grogan, President, The Grateful Mug Nonprofit submitted January 27, 2025.
3. The Grateful Mug Café – Parking and Traffic impact Review by Griffin Ryder, Professional Engineer, EDR and Site Plan of Existing Conditions Submitted January 27, 2025.
4. Abutter Notice Application
5. Staff Review
6. Letters of Support

Ms. Flynn recommended approval of the waiver for the following reasons:

1. The Grateful Mug Café and Workforce Development Program is limited in scope to no more than 6 participants and instructors each day.
2. The Grateful Mug Café and Workforce Development Program will have minimal impact to surrounding businesses, traffic, parking, and pedestrian safety.
3. There will be no change to the existing building and surrounding parking area. There will be no commercial kitchen, and the interior changes are minor: two new countertop areas, coffee area, and a wash sink. There will be no seating. The proposed use is compatible with the surrounding area.
4. The Grateful Mug Café's Workforce Development Program is a great opportunity for the Town of Harwich, Chamber of Commerce, and especially the participating clients in need of workforce experience in a safe and supportive environment.

Mr. Berry asked if there were any questions from the Board.

No questions were presented from Board members.

Mr. Berry asked if there were any comments from the Public.

Mr. Jeff Handler, Select Board Chair, spoke about how the Select Board voted unanimously in support of this project. As a resident, he spoke about how much he values the Grateful Mug supporters and mission.

Ms. Cyndi Williams, Executive Director of the Town of Harwich Chamber of Commerce, stated how honored she is to be a part of the project. She summarized the mission of the chamber and how this project will help to support the community by providing workforce experience and training.

Mr. Berry asked if there were any other members of the public that would like to address the board. Hearing none, Mr. Berry entertained a motion to close the public hearing.

Ms. Maslowski made a motion to close the public hearing with a second from Mr. Munns.

Vote: 6:0 in favor. Motion carried unanimously.

Ms. Maslowski moved at this time that the Planning Board adopt the following Findings of Fact:

1. The subject property is located at 1 Schoolhouse Rd (Assessor's Parcel ID 14-F3-A-0, approximately 0.5 acres) and is located in the Commercial Village (CV), Village Commercial Overlay District (VCOD), and Residential Medium Density (RM) Zoning Districts.
2. The Town of Harwich Select Board owns the property and municipal parking lot at 1 School House Road which is the physical address of the Chamber of Commerce.
3. Even though the Town is the applicant, the Town is working in partnership with the Harwich Chamber of Commerce and The Grateful Mug Café Nonprofit to establish a workforce development program specifically designed to assist adults with intellectual and developmental disabilities (IDD).
4. The Applicant has applied for a Fast Food/Takeout Restaurant in order to implement The Grateful Mug Café's Workforce Development Program at the Chamber of Commerce in partnership with the Town of Harwich.
5. The Applicant has applied under Harwich Zoning By-law Section 325-55 (F) for a Waiver of Site Plan Review.
6. The proposal meets the standard to grant a Waiver of Site Plan Review. The proposal does not substantially change the relationship of structures to the site or to abutting properties and structures.
7. The Grateful Mug will occupy existing space in the Chamber of Commerce Building and will not require any site modifications of the building.

8. The interior changes include the construction of two countertop areas, hand wash sink, and a coffee area – there will be no seating and no commercial kitchen.
9. The workforce development program is very limited and narrow in scope; therefore, there will be minimal impact, if any, to surrounding businesses, traffic, parking, and pedestrian safety.
10. The application is dated December 18, 2024 and includes the applicable and relevant submission materials required by the Board, and otherwise meets the applicable administrative requirements of the Harwich Code.

Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

Ms. Maslowski moved that the Board vote to approve the Waiver of Site Plan Review Special Permit and Fast Food/ Takeout Restaurant Use Special Permit in accordance with the adopted findings of fact with the following conditions of approval:

1. The proposed Fast food/Takeout Restaurant Use Special Permit will not adversely affect traffic and safety. The proposed limited use is compatible with the surrounding land uses such as other fast food and restaurant businesses along Route 28 in the Harwich Port area. The site is within the Commercial Village (CV), Village Commercial Overlay District (VCOD), and Residential Medium Density (RM) Zoning Districts.
2. The project shall be undertaken consistent with the plans referenced in the application material set out above.
3. There will be no commercial kitchen installed within the Chamber Building.
4. The Grateful Mug Café and Workforce Development Program shall be limited to 6 participants which include clients and instructors.
5. All food items shall be prepared off-site.
6. The Board of Health shall have to approve any the wash sink and work area for Public Health and Safety.
7. Any new signage shall comply with the Town of Harwich Code Sections 325: 23-35
8. The Decision shall run with the property.
9. The Decision shall be filed with the Barnstable Registry District, with a copy returned to the Planning Board.
10. This Special Permit shall not take effect until a copy of the Decision, bearing the certification of the Town Clerk that twenty (20) days have elapsed after the filing of the decision and either that no appeal has been filed or that an appeal has been filed within such time period, is recorded in the Registry of Deeds and indexed under the name of the property owner of record and the parcel address.
11. This Special Permit shall lapse within two years, which shall not include such time required to pursue or await the determination of an appeal referred to in G.L. c. 40A, s. 17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause or, in the case of permit for construction, if construction has not begun by such date except for good cause.

12. Changes to the site not authorized under this decision will require further Planning Board review and modification to this decision.
13. Further any provisions, of the Site Plan Review Special Permit Case #PB2002-43, not modified herein shall remain in full effect.

Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

PB2024-34 Tigger Realty Trust, Kenneth E. Eubanks, Trustee, through its agent BCS Group, Inc., Brian G. Yergatian, P.E. LEED AP seeks approval for a Site Plan Review Special Permit. The proposed project is to remove any existing concrete pavement and structures in order to develop a new one-story steel building totaling 7,398 Square Feet with 20 parking spaces on site. The application is pursuant to the Code of Harwich Sections 325-51 and 325-55 and MGL Chapter 40A section 9 and 11. The property is located at 237 Queen Anne Road, Assessor's Map 58 Parcel N4-2-0 and the parcel is approximately 1.82 acres. The parcel is in the Industrial Limited (IL) Zoning District.

Mr. Berry read case #PB2024-34 as presented.

Mr. Brian Yergatian summarized the project and gave an overview of the property. He described the history of the property and adjacent property also owned by Tigger Realty Trust. He explained that the development will divide the properties into two separate areas. He described the stormwater management system that is in accordance with State and Town standards. He summarized the intended use of the building with 5 bays for storage of equipment. He described the wooded buffer that will remain and asked if it would be possible to remove the undergrowth and supplement with arborvitaes as needed.

Ms. Flynn gave a slide presentation showing a map with the site of the property and the adjacent property. She continued to describe that the property is in the Industrial-limited zone. She highlighted the wooded buffer and explained that the proposed project is to remove any existing concrete pavement and shed structures to develop a new one-story steel building totaling 7,398 Square Feet with 24 parking spaces on site. The proposed use is for the construction industry including storage for equipment and materials. The building shall contain 5 Bays with a maximum of two workers per Bay. She explained that the project is subject to MGL Chapter 40A Sections 9 and 11, and the Harwich Zoning Bylaw Sections 325-51 Special Permit and 325-55 Site Plan Review Special Permit. She summarized that the property is located at 237 Queen Anne Rd, Map 58, Parcel N4-2-0 in the Industrial Limited (IL) Zoning District.

Ms. Flynn outlined that the materials were sent to Town departments with no comments or concerns received.

Ms. Flynn listed the following application materials that were received.

1. Form A and Narrative Stamped December 17, 2024

2. Project Narrative: Development Narrative
3. Declaration of Trustee for Tigger Realty Trust
4. Letter of Authorization from Kenneth Eubanks, Trustee, Tigger Realty Trust dated December 11, 2024
5. Municipal Lien Certificate
6. Existing Conditions and Site Plan prepared for Tigger Realty Trust, prepared by BSC Group, Kieran J. Healy, Professional Land Surveyor, License #48135 and BSC Group, Bryan G. Yergatian, Professional Engineer, License #46206 dated December 4, 2024:
 - a. Sheet T.1.0 Locust Plan
 - b. Sheet G-1.0 Existing Conditions Plan
 - c. Sheet C-1.0 Site Preparation & Erosion Control
 - d. Sheet C-2.0 Layout and Materials
 - e. Sheet C-3.0 Grading & Drainage Plan
 - f. Sheet C-4.0 Septic & Utility Plan
 - g. Sheets C-5.0 – C-5.2 Details
7. Revised Site Plan dated 2/6/25 received and stamped 2/7/25.
8. Stormwater Report by BSC Group Inc.
9. VHB Stormwater and Drainage Plan Review
10. Abutter Application.
11. Application Fee.

Ms. Flynn reviewed the site plan review requirements, describing the following conditions:

1. Site Plan
2. Zoning Requirements:
 - a. The proposed project use is construction industry /contractor storage
3. Building Placement:
 - a. The proposed 7,398 square foot steel building with five garage bays is located to the northern end of the property on the east side of the property.
 - b. The building will be set back 43.6 feet from the road.
4. Road Access and Egress:
 - a. There is a proposed 48.5-foot curb cut from Queen Anne Road to serve as access and egress to the property.
 - b. The revised site plan includes traffic arrows demonstrating vehicle access and egress to Queen Ann Road.
5. Parking Layout and Loading Area:
 - a. Parking Spaces: The revised Site Plan shall include 20 parking spaces including two Handi-cap spots. The parking requirements for warehouse, storage of equipment and materials is 24 spots
 - i. 1 spot per employee maximum shift
 - It is estimated that there will be a maximum of two employees per Bay = 10 employee parking spots
 - ii. 1 spot per 1,000 square feet floor area
 1. 7,398 square feet = 7 spots, (applicant rounded up to 8)
 - iii. Any company owned vehicles must have a parking spot.

1. It is estimated that there will be 6 company vehicles = 6 spots
- b. There is a total of 24 required spots outside not including handi-cap parking, which 1 handi-cap spot is required per parking space with 25 spaces or fewer. The revised site plan shows 20 parking spots outside and 10 parking spots inside the bay garages.

She explained that the Zoning does not count any of the indoor parking spots; however, the Planning Board does have some discretion regarding the calculation of parking spots. Staff would recommend that any storage of materials, heavy equipment, or heavy construction trucks be stored indoors. Also, as an alternative, the applicant could use the lawn space between the two designating parking areas as an additional parking area to for the four remaining outdoor parking spots. She stated her belief that the current plan has adequate parking.

- c. Loading Area: Although not specifically noted on the Site Plan; however, the five garage bays should be adequate to provide vehicular access in and out of the garage bays.
- d. Dumpster: The revised Site Plan includes a screened dumpster.
6. Stormwater Management and Drainage: Plan was reviewed by VHB. The Stormwater and Drainage Plans were consistent with Harwich Code.
7. Traffic:
 - a. The proposed project will not adversely impact traffic flow or safety along Queen Anne Road. A traffic study is not recommended for the proposed project.
8. Septic System:
 - a. The Septic Design and System will need approval from the Board of Health.
9. Landscaping Plan & Screening:
 - a. The revised site plan includes a stockade fence for screening. The applicant has offered to maintain some of the existing trees and vegetation, from Queen Anne Road and along the east and west northerly property line. The rear of the building and parking lot will be screened by a stockade fence not to exceed eight feet in height.
10. Signage:
 - a. Any signage shall need to be dark sky compliant and comply with Harwich Zoning Sections 325; 23-28.
11. Lighting Plan:
 - a. The applicant's agent indicated that the exterior lighting will be mounted on the building. There will be no pole mounted lighting on the site.
12. Waivers: None

Mr. Berry asked if there were any questions from the Board.

Ms. Tucker asked about the vegetative buffer and wanted to know if there's a reason for clearing the undergrowth. She states her concern for removing the undergrowth without justification because it may serve an environmental purpose.

Ms. Brutti asked for clarification on the overflow parking on the grassy area and why the applicant did not consider adding additional paved parking.

Mr. Yergatian explained that they intended to limit the paved area for stormwater management purposes.

Ms. Maslowski asked why there is not a request for a parking waiver.

Ms. Flynn clarified that the 20 outdoor spots with the 4 spots on the grassy area is adequate for the use and that the zoning does allow the Planning Board to have discretion in the Industrial-limited zone.

Mr. Berry asked how many vehicles are intended to be stored on the site.

Mr. Kenneth Eubanks, property owner, described the intended project purpose for landscaping equipment storage. He explained that he will manage the use and limit the number of vehicles to comply with the available parking.

Mr. Berry asked for clarification on the 48-foot curb cut.

Mr. Yergatian explained the measurement of the 48-foot curb cut is from curb-return to curb-return at the furthest point of the arc. He planned the 25-foot turning radius for emergency vehicles.

Ms. Maslowski asked for clarification on the number of proposed parking spots and handicapped spots.

Ms. Flynn answered that the 20 spots included the 2 handicapped spots.

Mr. Munns noted that there is a steep grade drop at the back of the lot and asked about the intended use of this section.

Mr. Yergatian described that the stockade fence will block off that area and that it will only be used for stormwater management.

Mr. Munns asked about use in the open space south of the proposed building inside the fenced area.

Mr. Yergatian explained that the area will remain gravel and will be used for storage.

Mr. Berry asked if there were any comments from the Public.

Hearing no public comments, Ms. Maslowski moved to close the public hearing. Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

Ms. Maslowski moved at this time that the Planning Board adopt the following Findings of Fact:

1. The Applicant's Agent is Brian G. Yergatian, BSC Group, Inc.
2. The property is owned by Kenneth Eubanks, Trustee, Tigger Realty Trust, 349 Route 28 Unit D, West Yarmouth, MA 02673.
3. The subject property is 237 Queen Anne Road, Map 58 Parcel N4-2-0 in the Industrial Limited (IL) Zoning District.
4. The proposed project is to construct a new commercial pre-engineered steel building 7,398 square feet with 20 new parking spots including 2 accessible parking spots, screened dumpster, as indicated on the revised Site Plan dated 2/7/25. The development requires 24 parking spaces, the Planning Board finds that the grassy area can be used as overflow parking to reach the 24 parking space requirement.
5. The existing vegetation and trees along Queen Anne Road and the east and west boundary of the property shall not be clear cut and remain as an existing buffer and screening, as shown on the revised Site Plan. Additional landscaping shall conform to the revised Site Plan.
6. The application for a Site Plan Review Special Permit was filed on December 13, 2024.
7. Subject to the conditions of approval stated herein, the application and site plan conform to Sections 325-55 and 325-51 of the Harwich Code.
8. The Planning Board has held a Public Hearing on February 11, 2025 continued from January 28, 2025.

Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

Ms. Maslowski moved that the Board vote to grant the site plan review special permit in accordance with the adopted findings of fact with the following conditions of approval:

1. The proposed project shall be in accordance with the site plan and revised Site Plan stamped as of 02/07/2025 referenced in the application materials listed above.
2. The proposed project will not adversely impact traffic and safety. The proposed project is compatible with the surrounding land uses within the Industrial Limited zone.
3. The proposed project is to remove existing concrete and shed structures to construct a new commercial pre-engineered steel building 7,398 square feet with a total of 20 parking spots including two handi-cap spots.
4. The proposed dumpster shall be screened by a fence as shown on the revised Site Plan.
5. The existing vegetation and trees along Queen Anne Road particularly to the Northeast side of the property shall not be clear cut and remain as an existing buffer and screening, as shown on the revised Site Plan.
6. Additional landscaping shall conform to the revised Site Plan.
7. All fencing shall conform to the revised Site Plan.
8. All materials, heavy equipment, and heavy trucks shall be stored indoors.

9. Any new signage shall comply with the Code of Harwich Zoning Section 325: 23 - 28.
10. All new exterior lighting shall be dark sky compliant. Any additional exterior or parking lot lighting shall be dark sky compliant.
11. The applicant has submitted a Stormwater and Drainage Plan.
12. There shall be no storage of hazardous materials on site.
13. The Septic System shall be reviewed and approved by the Board of Health.
14. This decision shall run with the property, conditions of approval shall be binding on future owners.
15. This Special Permit shall not take effect until a copy of the Decision, bearing the certification of the Town Clerk that twenty (20) days have elapsed after the filing of the decision and either that no appeal has been filed or that an appeal has been filed within such time period, is recorded in the Registry of Deeds and indexed under the name of the property owner of record and the parcel address.
16. This Special Permit shall lapse within two years, which shall not include such time required to pursue or await the determination of an appeal referred to in G.L. c. 40A, s. 17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause or, in the case of permit for construction, if construction has not begun by such date except for good cause.
17. Changes to the site not authorized under this decision shall require further Planning Board review and modification to this decision.
18. The Applicant shall conform to the inspection, certification and as-built plan requirements outlined pursuant to the Code of the Town of Harwich.

Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

IV. Approval of Planning Board Meeting Minutes January 14, 2025, January 28, 2025.

Mr. Berry introduced the matter of approving the minutes.

Mr. Peterson made a motion to approve the Planning Board minutes from January 14, 2025 and January 28, 2025 as written.

Mr. Berry asked if there is any discussion. No members presented any items of discussion.

Ms. Maslowski seconded the motion.

Vote: 5:0 in favor. Mr. Munns abstained because he was not present for the January 28, 2025 meeting. Motion Carried.

V. TOWN PLANNER UPDATE:

- Cape Cod Commission DRI Public Hearing for Wychmere Redevelopment Project Recap

Ms. Flynn summarized the February 5th hearing and explained the materials she submitted upon request from the Cape Cod Commission. She explained that the Town reserves the right to provide further feedback during the hearing process.

Mr. Berry asked about the process and timeline for submitting comments.

Ms. Flynn stated that she will reach out to the Cape Cod Commission regarding their expectations for Town feedback. She cautioned that she wants to clarify the process to avoid pre-judgement on the project while it is being reviewed by the Commission. She summarized the materials that are publicly available for review.

Ms. Maslowski clarified the intent of the redevelopment project.

Ms. Flynn explained that the intent is to redevelop the hotel and due to the size of expansion fit the standards as a Development of Regional Impact.

Ms. Tucker asked for clarification on the Cape Cod Commission process and Town Board comments.

Ms. Flynn explained that she will ask the Cape Cod Commission for input on how to participate in the process in the proper manner.

Ms. Tucker commented on the materials that are available involved in the Cape Cod Commission hearing process.

Mr. Berry stated his concern that the Board risks going on the record before the formal hearing process at the Town level.

Ms. Flynn agreed and stated that avoiding issues of pre-judgement is important. She explained that it could be valuable to look at areas that are specifically regulated at the Commission level, such as architectural suggestions, design building massing, and public viewsapes such as the harbor.

Mr. Peterson clarified the timeline for the review with the Cape Cod Commission involvement.

Ms. Flynn explained that the applicant will work with the Commission throughout their hearing process at the regional level. She stated that the Commission has different standards and powers than the Town.

Mr. Munns asked for clarification on interaction with the Commission and chain of command. He asked who specifically would be overseeing the project.

Ms. Flynn explained that the project application was submitted to the Town and then referred to the Commission because it met the threshold as a Development of Regional Impact with the commercial expansion of 10,000 square feet or more. She summarized that once the commission accepts the DRI and receives all materials, they begin their hearing process. The Commission can either approve, approve with conditions, or deny the project and then it will be handed back to the Town to start the regulatory process at the local level. If approved, the Board can set more strict conditions than those set by the Commission. The Town cannot loosen conditions. The Town can then proceed with local regulatory review like any other project.

Mr. Peterson clarified limitations in decisions made by the Planning Board based on the outcome of the Commission hearing.

Ms. Flynn described that the Planning Board follows the site plan review process and can determine stricter conditions. She specified that the expectation for site plan review is approval or approval with conditions, and that denial of site plan review would require unique circumstances and reasoning.

Mr. Munn inquired about environmental impact approval and potential State involvement.

Ms. Flynn summarized that DEP will be involved in the on-site wastewater treatment facility. She also described the involvement of the Conservation Commission for a Notice of Intent due to the location.

Ms. Tucker asked about the coastal resilience process with this project.

Ms. Flynn described that it will be assessed by the Conservation Commission.

Mr. Berry drew a likeness to scale of the historical Belmont Hotel project.

Ms. Tucker provided an editorial comment on the current draft plans and the compliance of the project with those goals.

Ms. Maslowski provided an editorial comment on the economic impact of the project and compliance with the draft plans.

Mr. Berry summarized the complexity of the project due to the location. He stated that there will be time to review the concerns when the project returns to the Town and is being formally reviewed at the local level.

- Draft ADU Bylaw changes for Annual Town Meeting

Ms. Flynn described the Select Board vote to pass the recommended language for the ADU Bylaw update as presented by Town Council. Ms. Flynn will now be working to schedule the required public hearings with the Planning Board for the zoning amendment.

Mr. Berry asked if this item will be presented at the May town meeting.

Ms. Flynn confirmed that it will be presented at the May town meeting and that the regulatory process for updating the zoning bylaw will be completed in the next few months.

- Citizen Planner Training Collaborative's 30th Annual Conference is Saturday, March 15, 2025 location at Holy Cross College in Worcester.

Mr. Berry asked about receiving a link for registration and inquired about what members may be interested in attending.

Ms. Flynn confirmed she will send information to the members.

Members discuss the Planning Board meeting schedule.

VI. ADJOURN

Ms. Maslowski moved to adjourn. Seconded by Mr. Peterson.

Vote: 6:0 in favor. Motion carried unanimously.

Meeting adjourned at 7:43 PM.

Respectfully submitted,

Meg Salmon