



HULL PLANNING BOARD

253 Atlantic Avenue, 2nd floor
Hull, MA 02045

Phone: 781-925-2117

Fax: 781-925-8509



August 26, 2015

Members Present: Jennifer Constable, Chair, Jeanne Paquin, Nate Peyton, Jason McCann

Members Not Present: Joseph Duffy, Harry Hibbard, Stephen Flynn

Staff Present: Deborah Wiggin, Clerk

7:34 pm J. Constable called the meeting to order

General Community Development and Planning Updates

- Robert Fultz, the Director of Community Development and Planning, is out for a number of weeks on sick leave but hopes to be available by email or phone soon.
- D. Wiggin stated that the advertisement for open positions on the Design Review Board has been posted. Letters of interest are currently being accepted.
- Communication tools: J. Constable briefly discussed other modes of communication that are becoming increasingly popular that might be used to get the word out for Board openings and improve town engagement.
N. Peyton shared that most social media sites require a following and the Board or Department may only attract a niche group of people. Something like this would need to be done with a wider group, possibly at a town level. The Board would contribute a piece of the content. He also stated that two way online communications is the new model where others are encouraged to engage, such as MindMixer. Other towns have saved money by eliminating the printing of town warrants and making it "on demand" through a city hall website where a person can print or have it emailed. The funds saved were used for a MindMixer page.
J. Paquin wondered about current capacity to effectively manage something like this.
- Baystate Roads: N. Peyton shared that this group offers trainings and workshops. They will be doing some of the work of PSA Council (project selection criteria advisory).

Zoning Bylaw Committee Update & ZBC letters of interest

Public notice has been posted requesting three citizen participants for the committee. Notice has been sent to the required Boards for their designee.

J. Constable read the detailed update of all communication to date.

J. Constable read the letter of interest received from Mark Gladstone dated August 13, 2015.

Mark Gladstone was in attendance and introduced himself.

A joint meeting is scheduled for September 9, 2015 at 7:30pm for the Planning Board and Zoning Bylaw Committee. Citizen nominees are expected to be appointed at this time by the Planning Board. Mark Gladstone was invited to return on this date.

The Board discussed further outreach for citizen participants as only one person responded and three positions are open. J. McCann expressed his interested in participating as a citizen member if not the appointed Planning Board member. J. Constable to confirm this is allowed and to also inquire with J. Lampke about any conflicts of interest.

D. Wiggin will post that the Planning Board is continuing to accept letters of interest for the ZBC positions.

Upon a **motion** by N. Peyton **2nd** by J. Constable and a **vote** of 4/0/0

It was voted to extend the deadline for appointments to the Zoning Bylaw Committee indefinitely with initial appointments to be made September 9, 2015 at the Hull Planning Board meeting.

Other discussion: N. Peyton commented that the outreach to citizens for the ZBC could be helped by describing the type of person or valuable qualifications needed. Being a lawyer is not required. N. Peyton will work on a more engaging press release.

Discussion preparation joint Board of Selectmen meeting: Community Preservation Act, Community Compact

Community Preservation Act – J. Constable was not able to contact Phil Lemnios or the Assessor. Information requested: High and low assessment values and average property assessment. She will try to gather updated information on statistics. Found 2009 and 2013 stats that showed that the average assessment at 1% would be about \$300 to \$350 per year, and at 1.5% it might be closer to \$500 per year. She will also need to figure out the number of excluded households, which is based on income. She believes that historically 30% of the Hull population is at or below the median income. She will incorporate all into a power point presentation for BOS meeting.

J. Constable stated that the CPA Trust Fund is funded at least in part by recording fees, so that everyone that buys a property in Hull is paying into this trust fund. However, without having CPA enacted the money goes to every other town that has enacted CPA. After speaking with other residents, there seems to be a consensus towards the Debt Exclusion and CPA being presented collaboratively. It would require the BOS priorities being clearly stated and identifying what the Debt Exclusion funds would be used for. J. Constable is certain a few of the priorities could be covered by CPA funds, so therefore you are fully leveraging the amount of money being used to the amount of projects being done.

J. Paquin commented that a complete presentation of information is an important aspect and everything needs to be upfront and honest. Communication of details should be clear. She referenced the public's shock over the recent sewer bills as less than clear communication. She believes the public concern about the Debt Exclusion is that the town wide facility study (Building Study) which was asked for has not been done yet.

J. Constable commented that part of the presentation should include a press for conversation about these topics and request for answers that we are looking for from the BOS. Where is the money going and how is it getting to those identified projects and priorities. Once CPA is enacted in a town there is a committee that assesses which projects will be funded. In the presentation to the BOS, the Board could pull from the Selectmen's priority list and give examples of what projects could be funded by CPA leaving Debt Exclusion dollars for other capital improvements such as roads and sidewalks.

N. Peyton is concerned that even if the CPA presentation is done well it will get jumbled with the Debt Exclusion and other issues that are seen negatively.

J. Constable sees it as a way to get more for your dollar. She is not necessarily suggesting a bundle of the two. She would prefer to champion the CPA. Jen read email from H. Hibbard regarding the matching rate for CPA – The way the distribution works is that all CPA communities receive the same percentage of their local receipts from the Trust Fund. The percentage is determined by DOR. A chart was referenced with a history of expenditures.

J. Paquin stated the match has been decreasing over time from 100% down to 26%. It is still money that the town is missing out on. It would be irresponsible not to bring it back to the table in a town where we are desperate for funding.

J. Paquin distributed handouts from the Community Preservation Coalition website – “CPA: an Overview” and a listing of all towns enacting the CPA with the election date, path to ballot, yes/no percentage, surcharge, and exemptions. She stated that the projects that have been done with this money are also listed on the website.

N. Peyton commented on the importance of having a process that is accountable for the spending of the money on the wish list projects since enacting CPA does not allow identification of a specific project to spend the money on.

J. Constable stated that CPA money can only be used for certain types of projects. Needs have already been identified. A committee will have to decide priority of projects. The CPC (Community Preservation Committee) is comprised of Conservation Committee, Planning Board, Historical Commission, Housing Authority, and Board of Park Commissioners.

J. McCann commented that the Board could emphasize what the funds won't be used on and possibly list what neighboring communities have spent their dollars on.

Community Compact - J. Constable stated that she did not have any updates on the Community Compact to share. At a previous meeting the Board agreed to present Community Compact to the BOS. Housing and Economic Development is one of the categories we'd like to request the BOS to choose. Jen believes we have

all we need to submit an application. The application process may become more stringent with time. The Board will ask the BOS for a time frame for submitting an application. Need to register to submit an application.

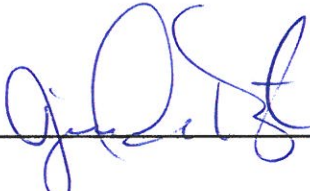
NBOD Decision Template with focus on Checklist

J. McCann, H. Hibbard and J. Constable worked on a draft of the checklist. J. McCann will circulate a revised draft checklist and hopes to also work on a proponent submission checklist.

Other Business/Comments:

- J. Paquin commented that the Board's work on the template and creating other tools are things to be shared with the BOS. The Board is being proactive and prepared. The Board could also invite/welcome members of the BOS to attend Planning Board meetings. J. Constable asked everyone to think about additional info that the Board wants the BOS to know. In particular, items that the Planning Board has been working on.
- J. Paquin stated that there could be a parking issue at the HRA triangle lot that the hotel uses. The back ends of cars are hanging out into the roadway. Jeanne will contact Dennis of the HRA.
- J. Paquin attended the flood insurance presentation put on by the HRA at the high school on Monday night. It was brought up that some towns have enacted zoning that allow a bump out for utilities. This type of flood proofing is something that should be looked at for our zoning. J. Constable thought this might be something for the ZBC to do.
- J. McCann commented that the town may be designated as a Coast Guard City.
- J. Paquin felt that everyone should respond via email regarding their planned attendance for each meeting. D. Wiggin will send out an email with the agenda the Thursday before a meeting requesting an RSVP from all by Monday.

9:05 pm Upon a **motion** by J. Constable **2nd** by J. Paquin and a **vote** of 4/0/0
It was **voted** to: Adjourn

Minutes approved:  Date: 10/14/15