

Town of Swampscott Master Plan Committee
September 28, 2015 Meeting Minutes

Time: 7:00 – 9:00 pm

Location: Swampscott Senior Center, 200 Essex Street (rear)

Members Present: Toni Bandrowicz, Sylvia Belkin, Christopher Bibby, Gail Brock, Gino Cresta, Neal Duffy, Angela Ippolito, Trish Malphrus, Amy O'Connor, Jim Olivetti, Jackson Schultz, Andrew Steingiser, Ralph Souppa, Sarah Walker, Mary Webster

Members Absent: Erin DeRoche, Robert Powell

Others Present: Pete Kane (Town Planner), Matthew Smith (MAPC), Manisha Bewtra (MAPC), Anthony Paprocki (ZBA)

The fifth meeting of the Master Plan Committee opened at 7:10 pm.

- A. Approval of June 29 and August 24 Meeting Minutes. The minutes from both meetings were approved following one addition: Jim requested that the Farmer's Market be added to the August 24 meeting minutes as an additional means to promote the Public Forums.
- B. Student Engagement Update. Toni gave an update of efforts to engage youth in the Master Planning Process. A small subcommittee met to develop several ideas for engaging youth (focusing on high school students). Two questionnaires have been developed: one for parents and one for high school students. The parents' questionnaire would use the same questions as from the Master Plan website. The students' questionnaire would use questions from a website that Toni has researched. Toni has reached out to the SHS principal, and has met with the President of the Student Elected Board, who will be presenting the idea to the student council. The Committee reviewed draft questionnaires that MAPC prepared.

ACTION ITEM: Email comments on the two questionnaires to Matt (MAPC) or Pete by Monday, October 5th.
- C. Other Engagement Efforts. The Committee addressed other means to involve people in the Master Planning process/public forums: 1) Conducting interviews with Seniors; 2) Reaching out to Elementary and Middle Schools; and 3) Reaching out to the Media Group at SHS. Angela, Pete, and Amy will help with getting the Media Group involved.
- D. Housing Production Plan Update. The Housing Production Plan Forum will be Thursday, October 15th. The purpose of the Housing Production Plan is to look at affordable housing strategies and identify sites for housing production. The goal is to reach 10 percent affordable housing in the Town. The Housing Production Plan will inform the Master Plan.
- E. Final Public Forum. The Final Public Forum will be December 1st. The site is the SHS Auditorium. The Public Form will include a presentation on the major goals of the Master Plan (draft). Outside the auditorium, tables will be set up where attendees will be able to prioritize goals and policies. The results of the Final Public Forum will inform MAPC on what is important to the public. It will be important to publicize this event. The committee discussed potential public outreach efforts.
- F. Discussion of History and Culture Element. Manisha reviewed the MAPC draft with the Committee. To prepare the chapter, MAPC met with the Historic Commission; MAPC indicated

that a lot of recommendations came from the meeting. Angela provided comments to MAPC, correcting some of the information provided in the draft. Committee members are encouraged to provide comments to MAPC on the history and culture element (due October 7). In response to a question about the section's Executive Summary, MAPC indicated that the Executive Summary would be weighted toward recommendations, with goals appearing in a highlighted box. It was noted that it would be important to indicate that the different recommendations within each goal are examples only, which could be expanded upon. Sylvia noted that the Historic Commission has secured grant funds to hire an historic researcher to conduct a survey of properties along Humphrey Street. Regarding historic goals, a top priority for the Town must be to prioritize, protect and maintain National Register properties. An important goal and opportunities is for more "cross-referencing," or coordination among the board (especially regarding the demolition delay ordinance). The committee discussed opportunities to fund raise/create a revolving fund for the Town. One opportunity would be to sell individual house plaques to historic home owners.

ACTION ITEM: Provide comments to Pete and MAPC on the draft History and Culture Element by Wednesday, October 7th

- G. Discussion of Public Facilities and Services Element. Gino indicated that he has not yet reviewed the draft. He explained the EPA Order and the different options that the Town may have to respond to the Consent Order, ranging from relining sewer mains, at approximately \$6 million, to relining all sewer lines to the homes, at approximately \$21 million.

ACTION ITEM: Provide comments to Pete and MAPC on the draft Public Facilities and Services Element by Wednesday, October 14th.

- H. Discussion of Community Preservation Act. The Committee discussed the potential for utilizing the Community Preservation Act (CPA) as a means to fund projects. The CPA will celebrate its 15th anniversary this October. The CPA has passed in approximately 158 communities in the state. The Town last tried to pass the CPA approximately 10 years ago (2006). At that time, it was defeated by 200 votes. Use of the CPA would allow a maximum of 3 percent surcharge based on property taxes (although most communities assess much lower; the average is approximately 1 – 1.5 percent). All the money that would be generated from CPA is to go toward historic preservation, open space and affordable housing. The Committee agreed that advocating for passage of the CPA should be a priority. It would help for the Master Plan to show examples of uses of the CPA funds from similar towns. Additionally, a strategy is needed to determine how best to pass the CPA in Swampscott (one suggestion was to "play down" affordable housing).
- I. Additional reviews. Comments on the Economic Development section are due Friday, October 2nd.
- J. Next Meeting. The next Committee meetings will be: Wednesday, October 21st and Monday, November 16th.
- K. Adjournment. The meeting adjourned at approximately 9:00 pm.

Submitted by Sarah Walker
10/16/2015