

**PLANNING BOARD MINUTES**  
**April 11, 2023**

**Members Present:** Margaret Olson (Chair), Lynn Delisi (Co-Chair), Gary Taylor, Ephraim Flint, Craig Nicholson

**Staff Present:** Paula Vaughn-MacKenzie, Jennifer Curtin

**Attendees:** none outside board

PVM gave a debriefing of the recent annual Town Meeting. The articles endorsed by the Planning Board were approved. Town Meeting supported further relaxing requirements for Accessory Apartments. Changes to the bylaw are applicable as of the date of the Town meeting so the Board will no longer be reviewing recommendations to the ZBA. The Board will continue reviewing Eligible Facilities Requests according to the process and procedures that the Board has been using. The paperwork for these Bylaw changes has gone to the Attorney General's office for approval. The Specialized Energy code was also approved and will take effect January 1, 2024. Lincoln's 10-Town pilot program was approved, and the Town will submit an application to DOER once they finalize regulations.

GT moved to nominate MO as Planning Board Chair. LD seconded. Roll Call: GT aye, CN aye, MO aye, LD aye, EF aye.

MO moved to nominate LD as Vice-Chair. GT seconded. Roll Call: GT aye, CN aye, MO aye, LD aye, EF aye.

The Board will seek to fill the position of Associate Member with CN, vacating that position to now become a full member of the Planning Board.

The Board appointed the following members to Liaisons. All terms are yearly unless specified:

Hanscom Area Towns (HATS) – GT & EF as alternate

Historic District Commission: LD & EF

Housing Options Working Group: GT & PVM

Housing Choice Working Group: GT, PVM, & CN

LD requested more communication between the Housing Choices Working Group and the Board. PVM said that the consultant will put together a slide deck showing different options to where the districts could be and will share with the Board when she receives it. LD requested that there be more than this and suggested that we hold regular joint meetings between the Planning Board and the Housing Choice Working Group and that there should be an opportunity for early input from those of us not on the working group. She

commented that we need this to be able to responsibly propose Bylaw amendments. EF urged those on the committee to provide updated information regularly to the Board. CN said that the Board meetings following Working Group meetings should have a standing agenda item to discuss updates.

Roadway & Traffic Committee: MO

Bicycle & Pedestrian Committee: MO

Community Preservation Committee: EF

Community Center Building Committee: LD & CN (if approved)

PVM will submit the request to the Selects that the Board get a vote on the committee and an additional liaison, with CN to be the additional liaison. LD will provide the vote in consultation with CN.

MAPC town rep (3 year term): PVM - term ends 10/2024

MAGIC town reps: PVM and Jennifer Glass

Battle Road Byway Committee (2-year terms): Jennifer Curtin - term ends April 2023, CN, Andrew Glass (if interested) with EF as alternate

LD moved to approve the appointments for the following year as proposed. EF seconded.

Roll Call: GT aye, CN aye, MO aye, LD aye, EF aye.

MO moved to adjourn. EF seconded. Roll Call: GT aye, CN aye, MO aye, LD aye, EF aye.

Approved on April 25, 2023.