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CAPE COD
COMMISSION

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Minutes

Workshop Meeting Cape Cod Commission Cape Cod Commission • Large Conference Room 3225 Main Street, Barnstable, MA 02630

September 20, 2018

The workshop meeting was convened at 3:00 p.m., and the Roll Call was recorded as follows:

Town	Member	Present
Barnstable	Fred Chirigotis	✓
Bourne	Richard Conron	✓
Brewster	Elizabeth Taylor	✓
Chatham	Michael Skelley	✓
Dennis	Richard Roy	✓
Eastham	Joy Brookshire	Absent
Falmouth	Charles McCaffrey	Absent
Harwich	Jacqueline Etsten	✓
Mashpee	Ernest Virgilio	Absent
Orleans	Len Short	Absent
Provincetown	Cheryl Andrews	✓
Sandwich	Harold Mitchell	✓
Truro	Kevin Grunwald	✓
Wellfleet	Roger Putnam	✓
Yarmouth	John McCormack, Jr.	✓
County Commissioner	Mary Pat Flynn	Absent
Minority Representative	John Harris	✓
Native American Rep.	David Weeden	✓
Governor's Appointee	Michael Maxim	Absent

The Cape Cod Commission Workshop Meeting was called to order on Thursday, September 20, 2018 at 3:00 p.m. in the Cape Cod Commission, Large Conference Room, 3225 Main Street, Barnstable, MA. Roll was called and a quorum was established.

SUMMARY OF ACTIONS TAKEN/VOTES:

- **Approval of Minutes:** The minutes of the September 6, 2018 Cape Cod Commission meeting were approved with two abstentions (Cheryl Andrews, Jacqueline Etsten).
- **Approval of Regional Policy Plan (RPP) Subcommittee Meeting Minutes:** The minutes of the August 23, 2018 RPP Subcommittee meeting were approved, as amended, with one abstention (David Weeden).
- **2008 Regional Policy Plan (RPP):** Commission staff provided an overview of the Draft 2018 RPP. Following the overview Commission members discussed the Draft 2018 RPP with staff and then voted unanimously to begin the 60-day public comment period beginning on September 21, 2018.

■ MINUTES

The minutes of the September 6, 2018 Cape Cod Commission meeting were reviewed. Roger Putnam moved to approve the minutes, Jack McCormack seconded the motion and a vote called on the motion passed all in favor with two abstentions (Cheryl Andrews, Jacqueline Etsten).

The minutes of the August 23, 2018 Regional Policy Plan Subcommittee meeting were reviewed by Subcommittee members Elizabeth Taylor, Jack McCormack, Kevin Grunwald, Jackie Etsten and David Weeden. Jack McCormack moved to approve the minutes and Kevin Grunwald seconded the motion. Jackie Etsten referred to page two and said the language in the seventh paragraph regarding open space should be amended to say, “protected open space should be divided between upland and wetland.” A voted called on the motion to approve the minutes, as amended, passed in favor with one abstention (David Weeden).

■ EXECUTIVE DIRECTOR’S REPORT

Executive Director Kristy Senatori reported on the Early Retirement Incentive Program and said the legislation passed in the House, they are now waiting for potential action in the Senate and said it could potentially happen between now and the end of the calendar year. She said she attended the Selectmen and Councilor Association meeting last Friday and said the discussion centered around the water protection trust fund, the legislation has not passed as yet as the Governor sent it back for amendments and it could be taken up in informal session or more likely than not it could be re-filed next year. She attended the Association to Protect Cape Cod’s (APCC) annual meeting for its 50th Anniversary. She attended the Assembly of Delegates (AOD) meeting yesterday with several other Commission staff members and gave a presentation on the Section 208 Plan updating them on where we are with the Area-wide Water Quality Management Plan, and also on stormwater. She said the AOD has asked the Commission to attend their October 3rd meeting to give an update on the Regional Policy Plan (RPP). She will be attending the League of Women Voters annual meeting tonight to give a presentation. Ms. Senatori said she and Erin Perry, Special Projects Manager at the Commission, will be going to the Massachusetts Maritime Academy (MMA) on Monday for a press conference and award ceremony for the Southeast New England Program (SNEP) Watershed Grant that the Commission anticipates receiving. She said she has been asked to participate in APCC’s State of the Waters Planning Session that will take place in the next few weeks, and she has been asked to speak at the Hyannis Rotary Club on October 18th.

Ms. Senatori said the Commission held a member workshop on June 28 and said staff has taken a lot of the information that was shared during the workshop and were able to formulate some of the responses. She distributed a summary of the comments to members and said the Commission will continue to follow up on this. Ms. Senatori said she and Gail Coyne met with County staff to discuss the layout for the new County meeting room, she said it has been a slow process, but the Commission continues to be engaged in helping with this effort. She said some progress is being made and the County is hoping to have the room completed by the end of the year. She said the town specific “Reporters” are available for Commission members to use when reporting to their towns.

Roger Putnam said he is concerned about the amount of time that they ask their Executive Director to spend giving information to members at their meetings every couple of weeks which could well be published, written and presented to them in writing. Chair Harold Mitchell said he will take it to the Executive Committee for discussion. Elizabeth

Taylor said the Executive Director's report is not made just to Commission members during their meetings and said it is also made to the public and she believes it should continue; it's a public report and it should stay.

■ 2018 REGIONAL POLICY PLAN

Kristy Senatori provided an overview and said at the last Commission meeting on September 6th staff presented the Draft 2018 Regional Policy Plan (RPP) in brief and provided a lot of the highlights. She said the RPP update takes a systems approach and is looking at integrating planning and regulation; it's looking at the natural, built and community systems and balancing the impacts of those issue areas; using the goals and objectives as the construct around the new RPP and looking at the placetypes that would take the place of what is now known as the Land Use Vision Map. She said the Commission is placing more of an emphasis on local planning so hopefully local comprehensive planning will be an easier process as well as local capital facilities planning. She said there are a few new sections in the new RPP that looks at performance measures in a way that the Commission can track progress on the RPP as well as the levels of success and the other new section is on recommendations that the Commission would like to go forward. Ms. Senatori said this is an opportunity for Commission members to comment and said staff is here to assist.

Roger Putnam said there are points that can be discussed one way or another. He referred to page 61, the fourth line from the top where the word "determination" is used. He suggested using either the word "inform" or to require "conformity" or to require or assure "consistency" with. He said determination is not a useful word. Jessica Wielgus, Commission Counsel, said those are good suggestions and the document could be modified to clarify that.

Chair Harold Mitchell asked for comments and discussion by Commission members.

Seeing none Chair Mitchell called for a motion to release the Draft 2018 RPP for the 60-day public comment period beginning tomorrow, September 21, 2018. The motion was moved by Roger Putnam, seconded by Elizabeth Taylor and a vote called on the motion passed with a unanimous vote.

Kristy Senatori said there will be a 60-day public comment period and during that time there will be public hearings associated with that. She said there will also be RPP subcommittee meetings held between the public hearing dates and at the same time Commission staff will be issuing technical bulletins that the RPP subcommittee will be reviewing throughout the same time-period and beyond. She said the Commission will also be presenting the document at other places upon request. She said there will be more opportunities for a dialogue/discussion.

Jessica Wielgus said that time-period will also include three sub-regional public hearings, there will be an opportunity for the public to make their comments during the 60-day public comment period, and Commission members will have the ability to review those comments during that time as well.

Cheryl Andrews asked if the document dated September 6 is the document to use. Kristy Senatori said a fresh document with today's edits will be made available tomorrow. Jack McCormack asked if the document and materials are accessible online. Ms. Senatori said it will be posted online as a package and made available to everyone starting tomorrow. Chair Harold Mitchell noted there will still be an opportunity for members to comment as well during this time-period.

John Harris inquired about how public comments will be assessed and Ms. Senatori explained. Jackie Etsten said the natural constituency for the document are local boards and commissions. Ms. Senatori said the document will be on the Commission's website and available to all boards. She said a meeting will be held here at the Commission next Thursday for all town planners/local planning boards to discuss the RPP and local comprehensive planning.

Cheryl Andrews inquired about an executive summary that talks about the first RPP, subsequent updates and a history on the RPP and for the general public to understand what is different about this RPP. Ms. Senatori said that information is in the Executive Summary in Section 2.

Elizabeth Taylor asked if all local boards will be given notice of the document and the public comment period. Ms. Senatori said all the local boards will receive notice of its availability, the 60-day public comment period and the sub-regional public hearings.

Jack McCormack inquired about an estimated timeline for the technical bulletins. Ms. Senatori said the first round of technical bulletins will be available in the next few weeks and they hope to continue getting the technical bulletins to the Commission simultaneously during the public comment period.

■ **NEW BUSINESS:** *Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.*

Jack McCormack noted that the Barnstable County Commissioners accepted the recommendation by the Commission's Executive Committee to appoint Kristy Senatori permanently as the Commission's Executive Director.

A motion was made to adjourn at 3:25 p.m. The motion was seconded and voted unanimously.

Respectfully submitted,



Elizabeth Taylor, Secretary

List of Documents Used/Presented at the September 20, 2018 Commission Workshop Meeting

- September 20, 2018 Cape Cod Commission Workshop Meeting Agenda.
- Draft Minutes of the September 6, 2018 Cape Cod Commission meeting.
- Draft Minutes of the August 23, 2018 Regional Policy Plan Subcommittee meeting.
- Cape Cod Commission member summary of suggestions from June 28, 2018 workshop.
- Draft Regional Policy Plan Executive Summary.
- Draft Regional Policy Plan dated September 6, 2018.