**APPROVED Meeting Minutes**

**Chilmark Planning Board Subcommittee Meeting**

**September 25, 2023**

**3:00PM**

**Chilmark Town Hall, 401 Middle Road, Chilmark**

Present: Ann Wallace, Catherine Thompson, Janet Weidner

Not Present: Peter Cook

Staff: Jennifer Christy, Admin. Asst.

Others: Sergio Modigliani

**Master Plan:**

* + Janet Weidner opened the meeting of the subcommittee at 3PM and explained the task before the committee today: review the final approved draft and decide which entities should receive it.
  + Sergio Modigliani provided comments regarding the draft survey.
    - New issues that have surfaced in town such as affordable housing and the farm group interests.
    - Sergio noted Chilmark is unique in that it is zoned Agricultural-Residential. He noted that, at the same time, there is no commercial zoning.
    - Sergio noted that all the businesses are pre-existing, nonconforming. He suggested that, in reading the introduction to the Zoning Bylaws, he has a hope that there is a provision for opportunities for young people in Town to own and run a business from Town.
    - Sergio continued to note that this topic is related to the farming group who are trying to find ways to make what they do economically stable and to promote and provide jobs.
    - He wanted the subcommittee to think of these things as they work on an update to the Master Plan. The subcommittee members agreed that this is a topic that should be considered in a redo of the Master Plan
    - Ann Wallace noted that the survey that is on the table now is a document that they wanted to keep as neutral as possible to not pre-suppose direction and feedback.
    - Cathy Thompson and Janet Weidner stated that the open forums that are planned are to be done are with the intention of gathering the input of the Town on the topic of what is right for the Town moving forward.
    - Ann Wallace remembered that Janet Weidner stated at the Select Board meeting, when the survey was presented for review and approval, “what would you do today if you knew what you know today ten years ago.”
    - The Subcommittee members thanked Sergio Modigliani for his valuable input. Sergio Modigliani noted that visioning sessions are super important and the efforts to reach representatives of all demographics are important as well.
    - The subcommittee members decided that, since the survey draft presently on the table is the one that is approved by the Select Board, they decided this is the draft to send. It was decided that the survey will be emailed on Monday, October 2, 2023 and it will be requested that November 3, 2023 be the deadline.
    - Ann Wallace asked that the memo not only indicate the dates, but also an offer for subcommittee members to attend their meetings to provide guidance. It was decided that Jennifer Christy would draft a memo and send to Janet Weidner for review.
    - Sergio Modigliani noted that there is an entity that he knows of, the Chilmark Town Affairs Committee, and he wondered if they should be included. The subcommittee members stated that this committee, which is not a Town committee, would be contacted in a subsequent phase of the information collection.
    - It was noted that only the Chilmark members of the UICOA should be sent a survey and that the Library Trustees should be sent a survey, but not the actual library department. It was also decided to add the Moderator department.
    - It was discussed what to do if the response rate is not 100%. It was noted that the subcommittee members should offer to attend meetings and to send reminder emails.
    - Cathy Thompson discussed in what format the information will be collected for a report of what was found.
    - It was noted that the Question page should be amended to be titled Master Plan Survey Questions, Oct. 2023 and to add a line that allows for the Dept./ Committee/Board to state the name of their entity. The draft survey was amended to reflect these changes.
    - Sergio Modigliani asked if it would be important to give direction on how input is provided: electronically, not handwritten, etc?
    - It was determined that, whenever the survey goes out (in case it is delayed), the responses should be asked for within 30 days.

**Minutes:**

* The minutes from August 23, 2023 Planning Board Subcommittee meeting were reviewed and approved as written.

**Menemsha Speed Bump:**

* This unanticipated topic was discussed and Janet Weidner relayed that she spoke with Tim Carroll today about the topic and she noted that there are general guidelines provided by the State and she stated an important thing would be to stay consistent with these requirements.
* She noted that she will be in contact with Dan Doyle of the MV Commission to assist with this.
* Brief discussion of the possibilities of a Special Town Meeting in the late fall.
* Sergio Modigliani inquired whether the speed sign in Menemsha has not been as effective as hoped. It was agreed that this was true.

**Next Meeting(s):**

* Tentatively on Monday, October 10, 2023, 3:00PM, Chilmark Town Hall

**Documents:**

* Master Plan draft survey documents

Meeting adjourned at 3:46PM. Minutes respectfully submitted by Jennifer L. Christy