

HINGHAM PLANNING BOARD MINUTES

April 24, 2023 @ 6:00 PM

HINGHAM HIGH SCHOOL

Planning Board Members Present Remotely: Gordon Carr, Kevin Ellis, Judith Sneath, Gary Tondorf-Dick; Rita DaSilva

Also Present: Emily Wentworth, Community Planning Director; Michael Silveira, Senior Planner

Members Absent: None

At 6:15 PM Chair Sneath called the Planning Board meeting to order.

Discussion

Master Plan Implementation

Chair Sneath noted the continued discussion of the formation of the Master Plan Implementation Committee from the April 10, 2023 meeting.

Member Gordon Carr reviewed the proposed scope and organization of the committee as discussed at the previous meeting and as shown in the Agenda Summary.

There was discussion regarding the term of potential members, the number of members, and the way in which they would be selected.

Chair Sneath noted a typo in the Membership section.

Gordon Carr moved to form a Master Plan Implementation Committee as follows:

Mission and Scope:

The Hingham Master Plan Implementation Committee (MPIC) is established by the Hingham Planning Board to serve as an advisory body to the Planning Board for the implementation of the Recommendations in the Hingham Master Plan formally adopted by the Planning Board in August 2021. The MPIC's role will be to evaluate and prioritize the Recommendations and periodically brief the Planning Board on status of progress and actions that the Planning Board or other town organizations could take to advance the Recommendations.

The MPIC will have the following core responsibilities:

- Ensure the Vision and Goals for Hingham established by the 2020 Plan are preserved and promoted
- Serve as the central point of contact to monitor and track activity on Master Plan Recommendations by Town Boards, professional staff, or volunteer groups
- Receive input, answer questions from residents, and assist the Planning Board with public education on the status of the Master Plan Implementation
- Review and assess the Recommendation timeframes and levels of complexity identified in the Implementation Chapter of the Master Plan
- Together with the Planning Board, convene and host the Master Plan Summits as called for in the Master Plan to assess progress on Recommendations
- Prepare a draft annual State of the Plan report for the Planning Board detailing the status of progress on Recommendations. The draft will be for the Planning Board's review, edits as necessary, and approval for submittal to the Select Board.

Specific tasks for the Committee may be modified or added to at the discretion of the Planning Board.

Membership:

The MPIC shall consist of not less than seven members and not more than nine members. The Planning Board shall appoint a representative to serve as the Chair of the Committee and a nominee from the Select Board. The Board will use best efforts to appoint the remaining members from Town boards, committees, or departments and residents with experience in one or more of the core elements of the Master Plan, including:

- Cultural & Historic Resources

- Natural, Open Space, and Recreation Resources
- Sustainability, Water, and Energy
- Population and Housing
- Transportation
- Services & Facilities
- Economic Development

Membership Term:

Four of the initial members, including the Planning Board and Select Board representatives, shall be appointed for a term of two years and the remaining members shall be appointed for an initial term of one year. Thereafter, all appointments shall be for a two year term.

Laws:

The MPIC is a public body and is responsible for conducting its activities in accordance with all relevant state and local laws and regulations including, but not limited to the open meeting law, ethics laws and public records law.

Second: Gary Tondorf-Dick

In Favor: Rita DaSilva, Gordon Carr, Gary Tondorf-Dick, Kevin Ellis, Judith Sneath

Opposed: None

Chair Sneath MOVED to adjourn at 6:45 PM

Second: Kevin Ellis

In Favor: Gordon Carr, Kevin Ellis, Rita DaSilva, Judith Sneath, Gary Tondorf-Dick

Opposed: None

Respectfully submitted,
Michael Silveira
Senior Planner

Meeting Materials:

Agenda Summary, dated April 24, 2023