



Town of Brewster Vision Planning Committee

2198 Main St., Brewster, MA 02631

brewplan@brewster-ma.gov

(508) 896-3701

VISION PLANNING COMMITTEE MEETING AGENDA

2198 Main Street Room A

Monday, August 7, 2023, at 3:30 pm

COMMITTEE NAME

Sharon Tennstedt
Chair

Amanda Bebrin
Vice Chair

Andi Genser

Patricia Hess

Suzanne Kenney

Fran Schofield

Alex Wentworth

Town Planner
Jon Idman

Administrative
Assistant
Ellen Murphy

Select Board
Liaison
Kari Hoffmann

Finance
Committee Liaison

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. **As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law.** Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting may do so in the following manner:

Phone: Call (929) 436-2866 or (301) 715-8592. Webinar ID:819 3038 8203 Passcode: 317154

To request to speak: Press *9 and wait to be recognized.

Zoom Webinar: <https://us02web.zoom.us/j/81930388203?pwd=VHEvUURMM1ZFdUJNREJlbnEN3SFdOZz09>

Passcode: 317154

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** (livestream.brewster-ma.gov), or **Video recording** (tv.brewster-ma.gov).

Please note that the Vision Planning Committee may take official action, including votes, on any item on this agenda.

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement: As required by the Open Meeting Law we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the chair.
5. Approval of July 17, 2023, meeting minutes
6. Discussion of public outreach and education, including timeline
7. Update from Bay and Pond Property Planning Committee
8. Review Action Items from the July 17th meeting
9. Matters Not Reasonably Anticipated by the Chair
10. Next Meeting Monday, August 21
11. Adjournment

Date Posted:
8-01-2023

Date Revised:

Received by Town Clerk:

TOWN OF BREWSTER
VISION PLANNING COMMITTEE
MEETING MINUTES
Monday, July 17, 2023, at 3:30PM

Sharon Tennstedt, Chair, convened the Brewster Vision Planning Committee in person with members: Amanda Bebrin, Vice Chair, Suzanne Kenney, Patricia Hess, Andi Genser, and Alex Wentworth were present, Fran Schofield was absent. A quorum was determined.

Also present: Jon Idman, Town Planner and Kari Hoffman, Select Board Liaison

The Chair read the Recording or Taping Notification: This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

To submit public comment or questions to the Vision Planning Committee, please email: brewplan@brewster-ma.gov.

- **Review and approval of June 26th meeting minutes**

Andi requested a typo of the spelling of her last name be corrected in the minutes. Amanda made a motion to approve the June 26th meeting minutes with the correction, Andi seconded the motion, a roll call was taken, and the June 26th meeting minutes were unanimously approved.

- **State of comments on draft LCP from Town staff and resulting edits**

Sharon Tennstedt referred to the latest LCP document sent out by Jon Idman. She informed the Committee that they received comments from Peter Lombardi, Town Manager and Donna Kalinick, Assistant Town Manager, which were reviewed and considered by Amanda, Jon and Sharon. Sharon provided the Committee with a high-level summary of the changes made to the document. She indicated that updates were made beyond the Fall 2022 version, and background and existing conditions for accuracy. Edits also included additional language suggested by Peter Lombardi emphasizing communication with residents and opportunities for public engagement, which was included throughout the document as well as required Town Meeting approval. Sharon went on to highlight changes made in the Action Plan specifically in Water Resources, Local Economy, Coastal Management, Government and Housing. Jon commented that although some actions may have been in prior Select Board Strategic plans, they are not included in the current Select Board Strategic plan and therefore are not reflected in the LCP.

Andi suggested more clarity around the relationship diagram included in the LCP. She asked if it could be simplified. Jon stated relationship diagram must show public engagement and Town Meeting participation. He suggested Fran draft a more simplified version for the Committee's review. Kari informed the Committee that the Select Board will be meeting to begin discussion on the 2024-2025 Strategic plan at the end of the week. She indicated that it is a process and will take a couple of months. Jon informed the Committee that a revised Capital Facilities plan reflecting the current status will also be included. This will reference the Wing Island project no longer on the table and the new Drummer Boy Park committee. Donna Kalinick will provide the updates. The Committee discussed when to provide an updated draft version of the LCP. Amanda made a motion to approve the draft LCP with presented edits for publication to the website, Suzanne seconded the motion, a vote was taken, and the Committee unanimously approved.

Andi expressed a concern regarding septic and how the Town will handle the new state laws. Kari indicated that the Select Board and the Water Resources taskforce will be addressing concerns. The taskforce is working on a one-page information sheet, and additional information is also available on the town website.

- **Discussion of public outreach and education, including timeline.**

Sharon provided feedback from her discussion at the Brewster Men's club. She had a very positive experience attending a captive audience and was asked to provide another update in the fall. She suggested it may be more valuable to attend specific groups rather than attending community events and handing out flyers. She suggested reaching out to HOA's to get the word out. Patricia agreed to reach out to condo associations at annual meetings and leave materials at clubhouses. It was decided that the HOA list will be distributed to the Committee members. Jon suggested when the draft LCP is announced on the website, it includes an invitation to meet with interested parties. The Committee discussed ideas on how to reach different audiences. Sharon will be speaking at the Brewster Chamber of Commerce meeting in September. Kari will provide school contact information.

- **Review Action Items from the June 26th meeting**

No outstanding items.

- **Update from Bay and Pond Property Planning Committees**

Key themes from the survey and the first public forum, held on May 20th will be the basis for the second forum which will be held on Saturday, August 5th. Draft design concepts from the consultant team for both properties will also be presented and discussed.

Patricia, sitting in for Suzanne on the Pond Property provided an update. She stated that after reviewing the suggested design concepts for the Pond Property with the consultant team at the meeting, the Committee requested more flexible options. Kari informed the Committee at the last Pond Properties meeting Jon Idman, Town Planner and Paul Anderson, Head of the Water Department presented the water overlay and property restrictions for the Pond Property from a zoning perspective. Cost and time are also factors when discussing some of the options for the Bay and Pond Properties.

- **Matters Not Reasonably Anticipated by the Chair:**

none

- **Next Meeting Monday, August 7th**

Amanda made a motion to adjourn the meeting, Suzanne seconded the motion, a roll call vote was taken, and the meeting was unanimously adjourned at 4:41 pm.

LCP OUTREACH ACTIVITIES TIMELINE

APPROACH	SCHEDULE	CONTACTS	ASSIGNED	COMPLETED
MATERIALS				
FAQs	June-July		Fran, Sharon, Amanda	√
Flyers and Posters				
COMMUNITY EVENTS				
Ponds Summit	6/16/2023		Sharon	√
Conservation Day	7/8/2023		Committee Members	√
Brewster Men's Club	7/13 and 10/12		Sharon	
DJ Dance Party	7/27/2023		Suzanne	√
Family Movie Night	8/24/2023		Suzanne?	
Touch-a-Truck	8/25/2023		Jon	
Brewster Part-time Resident Association	8/26/2023		Sharon	
Brewster Chamber of Commerce	9/22/2023		Sharon	
MEDIA				
Cape Cod Chronical articles	September and October		Sharon and Amanda	
Letters to Editor	October-November		Committee Members	
Channel 18 Interview	September		Sharon and Amanda	
Town website announcements			Jon and Conor	
Announce posting of LCP draft on Town Website	July		Jon and Conor	√
Announce/Post Public Hearing	Late August		Jon	
Town Facebook and Twitter posts	August to November			
Radio PSAs	October-November			
GROUP OUTREACH -Presentations and/or emailed materials				
Town Department Heads				
Rec Department (email list)		Mike Gradone		
Town Committee/Board Chairs				
Housing Partnership and Housing Trust		Jill Scalise		
Brewster Historical Society		Sally Gunning	Patricia	
Brewster Conservation Trust		Amy Henderson	Sharon	
Brewster Ponds Coalition		Susan Bridges	Sharon	
Brewster Men's Club		Marty Lucenti	Sharon	
Brewster Association of Part-time Residents		Greg Jones	Sharon	
Brewster Chamber of Commerce		Kyle Hinkle	Sharon	
Museum of Natural History		Bob Dwyer, Barbara Knoss	Suzanne	
Elementary Schools - PTO, Parent Square, digital whiteboard		Principals	Amanda and Alex	
Homeowners Association (separate list)				
GROUP NEWSLETTER ARTICLES				
COA		Elton Culter	Sharon	
Friends of Brewster Seniors		Marilyn Dearborn, Meg Morris	Sharon	
Brewster Ladies Library		Brittany Taylor	Suzanne	
Brewster Conservation Trust		Amy Henderson	Sharon	
Brewster Ponds Coalition		Susan Bridges	Sharon	
Friends of Captains Golf Course			Suzanne	
Homeowners Association (separate list)				
Our Lady of the Cape				
Brewster Baptist Church				

LCP OUTREACH ACTIVITIES TIMELINE

APPROACH	SCHEDULE	CONTACTS	ASSIGNED	COMPLETED
Bible Alliance Church		Paula Peden	Sharon	
Trinity Lutheran Church				
First Parish Church				
United Methodist Church				
COMMUNITY FORUMS				