6:00 p.m.
Sand Hill School Community Center, 16 Dewey Avenue, Sandwich, MA & via Remote Participation Software

Present via ZOOM: Christopher Neeven, Chair; James Killion, Vice-Chair; Robert Jensen; Erik Van Buskirk; and Gerald Nye
Absent: Chase Terrio and Brendan Brides
Also Present via ZOOM: Ralph Vitacco, Director of Planning & Economic Development; Leanne Drake, Assistant Town Planner; and Maureen McCabe, Sr. Administrative Assistant

Mr. Neeven opens the meeting by reading the March 12, 2020 Executive Order from Governor Baker suspending certain provisions of the Open Meeting Law. There will be no in-person attendance for this Board of Appeals meeting, however, the meeting will be live-streamed and comments from the public will be taken through technologic means. Mr. Neeven reads the Board of Appeals' opening statement. The Pledge of Allegiance is recited. Mr. Neeven states that although Mr. Terrio is absent there is still a quorum.

Approval of Minutes

Mr. Jensen motions to accept the Minutes of February 11, 2020, and February 25, 2020. Mr. Killion seconds. Mr. Neeven, Mr. Killion, Mr. Jensen and Mr. Van Buskirk approve by roll call vote. Mr. Nye abstains.

Old Business

There is no old business to discuss.

New Business

#20-04: 102 Route 6A – Thatcher Ellery LLC/Kristin Donaldson

- Mr. Neeven reads the Public Hearing Notice into the record. In addition, Mr. Neeven reads the following correspondence into the record:
  - Email to Maureen McCabe from Sam Jensen, P.E., Assistant Town Engineer re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated June 3, 2020
  - Email to Maureen McCabe from Brendan Brides, Building Commissioner re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated May 26, 2020
Memo to Christopher Neeven, Chairman Board of Appeals from David J. DeConto, Director, Department of Natural Resources re: Conservation Commission comments on an Application for a Special Permit #20-04 for 102 Route 6A, Sandwich, MA dated May 26, 2020

Email to Maureen McCabe from David Mason re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated May 26, 2020

Ms. Donaldson and Mr. Sims appear together. Ms. Donaldson explains the reason for her Special Permit application is because she has an online website which needs to live in a store so that people can experience the specialty items she has for sale. In response to Mr. Jensen, Ms. Donaldson says the floor space is 940-950 square feet; it will only be the first floor of the building. Mr. Vitacco interjects to say that the Assessor’s page shows the first floor as 792 square feet. He explains this number goes into the parking calculation. Regarding curb cuts, Mr. Sims says the store is accessible via Tupper Road and Route 6A. No access changes are being proposed. Mr. Neeven explains that four parking spaces are provided for under 800 square feet. There are no further questions from the Board. There are no emails received by the public or comments received through the ZOOM platform. Mr. Killion inquires about the hours of operation. Ms. Donaldson says she will be closed on Mondays; Tuesday – Sunday probably 9:30 to 5 or 6. Mr. Sims adds this is will be a seasonal business. The store will close after Christmas and reopen in the spring. Ms. Donaldson adds that she will be the only employee. There is no further discussion. Mr. Jensen motions to close Special Permit #20-04 and take the matter under advisement. Mr. Killion seconds. Unanimously approved by roll call vote. Mr. Neeven explains the deliberation process to Ms. Donaldson.

Board Discussion

There are no items to discuss.

Deliberations

#20-04: 102 Route 6A – Special Permit – Thatcher Ellery LLC/Kristin Donaldson

- The Board reviews and discusses Special Permit #20-04. Board members approve, by roll call vote, the Special Permit with conditions. The Decision, findings and conditions are on file in the Planning & Development office.

Other Matters Not Reasonably Anticipated

- Mr. Vitacco explains that Jack Casali is interested in becoming an Alternate Board member. Mr. Vitacco provides Mr. Casali’s background. Mr. Jensen describes the role of the Board. Mr. Casali thanks the Board and tells them he is interested in serving in some capacity. Mr. Neeven asks Mr. Casali to follow-up with Mr. Vitacco.
- Mr. Neeven references the Memo from the Comm. of MA and reminds Board members it is in their packet for reference.
- Mr. Neeven states that tonight’s meeting marks the end of his two-year term as Chairman. He thanks his fellow Board members and staff for their support. Board reorganization will take place at the next regularly scheduled meeting.
• There is a discussion regarding remote participation meetings and how much longer it is anticipated they will last. Mr. Vitacco says the Town is waiting for Phase 3 to open. The reinstatement of in-person meetings is a conversation to be had with the next Chairman.
• Mr. Jensen states that he was a member of the Wing School Review Team Committee. Mr. Vitacco and Ms. Heather Harper, Assistant Town Manager, did a fantastic job.

Adjournment

Mr. Jensen motions to adjourn. Mr. Killion seconds. Unanimously approved by roll call vote. The meeting adjourns at 6:31 p.m.

Respectfully Submitted,

Maureen McCabe

Supporting Documents:

1. Draft minutes dated February 11, 2020 (3 pages)
2. Draft minutes dated February 25, 2020 (3 pages)
3. 102 Route 6A Special Permit Application (22 pages)
4. Email to Maureen McCabe from Sam Jensen, P.E., Assistant Town Engineer re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated June 3, 2020 (1 page)
5. Email to Maureen McCabe from Brendan Brides, Building Commissioner re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated May 26, 2020 (1 page)
6. Memo to Christopher Neeven, Chairman Board of Appeals from David J. DeConto, Director, Department of Natural Resources re: Conservation Commission comments on an Application for a Special Permit #20-04 for 102 Route 6A, Sandwich, MA dated May 26, 2020 (1 page)
7. Email to Maureen McCabe from David Mason re: Request for Comment: 102 Route 6A Map 82 Parcel 40, dated May 26, 2020 (1 page)
8. Commonwealth of Massachusetts Notice, Energy Facilities Board and Department of Public Utilities, Notice of Adjudication and Notice of Public Comment Hearing (6 pages)