Draft Executive Committee Meeting Minutes
May 8, 2025

Chairman Harold Mitchell called the meeting to order at 2:00 p.m. Mr. Mitchell stated that the meeting was being held virtually as allowed pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Certain Covid-19 Measures adopted during the state of emergency, as amended. He provided instructions on how to participate in the meeting and noted that because members are participating virtually, the committee would take a roll call vote on each action today.

Roll was called as follows:

Harold Mitchell	Present
Tom Wilson	Present
Richard Roy	Present
Kevin Grunwald	Present
Elizabeth Taylor	Present

Review & approval of prior meeting minutes: Upon a motion by Elizabeth Taylor seconded by Kevin Grunwald, members voted to approve the 3/19/2025 Executive Committee minutes as follows:

Harold Mitchell	Yes
Tom Wilson	Yes
Richard Roy	Yes
Kevin Grunwald	Yes
Elizabeth Taylor	Yes

Executive Director's Report

Kristy Senatori provided a brief update on current activities:

- The update to the Regional Policy Plan (RPP) continues to progress. The residents' survey report is now available; Staff is reviewing activity center maps with town staff. The RPP Subcommittee will be meeting on May 12th and subregional stakeholder meetings are scheduled for the week of May 19th. Anticipate presenting a final draft to the Commission on June 26th (remote meeting).
- The June 5th meetings will be held in person. The Executive Committee will meet at the Commission office and the Commission meeting will be held in the MaryPat Flynn conference room. Staff will host a pre-meeting gathering for members to thank Woody for his many years of dedicated service in a more informal setting.
- Cape Cod and Islands Water Protection Fund Management Board met and approved funding for projects on the Final Clean Water Intended Use Plan; $422 million in Cape projects listed, about $105 million in subsidies awarded. Staff is following up with every town to gather information on upcoming projects, which helps predict resources needed in the following year.
- Presenting the Freshwater Strategy to the Assembly of Delegates on June 4th; staff incorporating public comments and anticipate finalizing soon.
- Completed visits with most Select Boards; a few were difficult to schedule. Dennis is scheduled on May 20. She thanked the many commission members who were able to join the discussion.
- Continuing to participate with the Seasonal Communities Advisory Committee, which may provide many Cape towns with additional resources. Awaiting draft regulations from the state by summer.

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- Participated in evaluating proposals for Joint Base Cape Cod's updated master plan and interviewing several consulting firms. More information to follow after a consultant selection is made.
- Continuing to work with Outwith Studio to develop a plan to incentivize year-round housing.
- Continuing to monitor the canal bridges project. State Senator Fernandes hosted an informational meeting on April 15th at Massachusetts Municipal Association. Luisa Paiewonsky will attend and provide an update at the May Metropolitan Planning Organization meeting on 5/19.
- Continuing work on the Cape Cod Vision Zero project; held several public meetings during the first week of April to receive feedback.
- Hosting a MassDOT Capital Improvement Plan meeting this spring.
- Received a grant from the Massachusetts Office of Outdoor Recreation to develop a recreational asset inventory for the region.
- The Commission's Fiscal Year 2026 Budget was approved by the Assembly of Delegates at its meeting yesterday.
- Administrative Assistant Louis Morbidoni left his position at the end of April.
- Currently advertising and interviewing for an Administrative Assistant, Regulatory Planner, and Interns for the MOOR grant

Kevin Grunwald noted that he was up for reappointment when Kristy met with the Truro Select Board. It was also the first time that others expressed interest in the position. He thanked Kristy for her positive comments about him and noted that there seems to be a change in the tenor of discussions regarding Commission appointments. Chairman Mitchell noted that his replacement has already been appointed.

Elizabeth Taylor requested minutes from the Regional Policy Plan meetings before Monday's subcommittee meeting.

Development Agreement Regulations

Jessica Wielgus updated members. At the March 19, 2025 meeting she did an extensive review of the changes, which streamlined and clarified the process for Development Agreements. Since that time, she received feedback from Jon Idman, former Chief Regulatory Officer, with suggestions for additional clarifying language which is the redlined text before them. She said she would not run through all the changes again, but highlighted one edit to consider which is a criteria to fulfill when filing for a Notice of Intent (NOI) prior to applying for a Development Agreement. It moves the criteria from the receipt of a final impact report to whether an environmental impact report is required. This makes sense because the application for an NOI is much sooner in the development process. She noted that this change allows the Commission to consider a Development Agreement earlier than previously.

There were no questions from the committee. Chair Mitchell said it was straightforward, the members have reviewed the changes in detail and members have had time to further review it since the last meeting. He called for a motion to bring the proposed revisions to the Development Agreement regulations to the full Commission for their consideration. Elizabeth Taylor moved and Tom Wilson seconded the motion.

Harold Mitchell	Yes
Tom Wilson	Yes

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Richard Roy	Yes
Kevin Grunwald	Yes
Elizabeth Taylor	Yes

New Business: none

Adjourn: Upon a motion by Elizabeth Taylor, second by Kevin Grunwald, members voted to adjourn at 2:15 pm.

Harold Mitchell	Yes
Tom Wilson	Yes
Richard Roy	Yes
Kevin Grunwald	Yes
Elizabeth Taylor	Yes

Documents Used/Received: Draft 3/19/25 Executive Committee minutes, Draft Development Agreement Regulations

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