Approved 15 Feb 2017

Planning Board Meeting for January 18, 2017

The meeting was called to order at 7:07 pm at the table upstairs, as another meeting was being held downstairs.

David Roberson, Chairman, Robin Reed, Dan Burke, and Doug Wilson, Scribe were present. Jodi Brown arrived at 7:20.

Sheila Litchfield made copies of Doug's draft for us and the minutes of the December 14, 2016 meeting were approved with the addition of the date. Sheila had left before we approved them and the copy machine was not working, so David will make copies to distribute at the next meeting.

David passed out copies of the materials Marilyn Wilson had given him: a printout of a power point presentation and a paper on zoning exemptions from a Citizen Planner Training Collaborative seminar she had attended.

David passed out a request from the Town Clerk Jennifer Morse that all municipal employees (including Planning Board members) take a mandatory online training program on the Massachusetts conflict of interest laws and submit a certificate of completion to her. David is the only membercurrently up to date.

David distributed another memo from the Town Clerk: seats on the Planning Board that will be open in the May elections are those currently held by Dan and Doug.

David distributed the Planning Board's annual report, which he had written. We read the report and made two minor corrections. David moved that the board accept the annual report, and Dan seconded the motion. The report was approved unanimously.

We turned to the FY2018 budget and David distributed a memo he had drafted to the Selectmen and Finance Committee pointing out that legal and consulting expenses need to be a separate line item in the budget, not wrapped into our general operations line item. He noted that last year the Planning Board had not been invited to meet with the Selectmen and Finance Committee during the budget process, as had previously been the case. Doug suggested level funding and Robin suggested a 2 1/2 percent increase. David pointed out that unused budget funds are not rolled over but are returned to the general fund. We figured out what the budget would be with a 2 1/2 percent increase: Operations would be 1313.28, Consulting and Legal would be 5253.15, and Goal Post would be 12712.56 for a total budget of 19278.97.

Robin moved that we request these amounts for our budget, and Jodi seconded. The motion was approved by a vote of 4-1.

David noted that since the Planning Board's attorney is also employed by the Selectmen as Town Counsel, we had made an agreement as a condition of this arrangement that if there was a difference of opinion between the Selectmen and the Planning Board, Donna MacNicol would not represent either party but would suggest other attorneys whom we could hire.

We spent some time getting ready for the upcoming public hearings for special permits. Doug reported that Jean-Claude van Itallie will not be able to attend the hearing, but Deb Katz will. David wrote up a notice\ about the special meeting on February 15th, at 7 and 7:30, which he will have published in the Greenfield Recorder on two dates. Doug will get the addresses from Sandy Daviau and arrange for the mailing list to be sent to Adams Direct Mail, who will mail the notice of the hearings, first class, at least 14 days before February 15th. Doug offered his opinion that both hearings could be put on one piece of paper, which would save money and paper.

The next Planning Board regular business meeting will take place at 8:00 pm
on February 15th, after the public hearings.

David moved to adjourn, seconded by Dan and approved unanimously at 8:48.