**Planning Board**

Town of Greenfield

Approved Meeting Minutes

Recorded by Janice Pack

October 23, 2017

**Members Attending**: Paul Renaud, Ken Paulsen, Robert Marshall, Kathy Carpenter, Angelique Moon, Andre Wood

**Meeting Opened:** The meeting was called to order by PRenaud at 6:04 PM.

**Minutes**: The Minutes from the meeting of October 16, 2017 were read by PRenaud. A few changes were made:

Line 20: Amend to “…presenting the 2017-2018 Planning Board CIP to the Select Board…”

Line 33: Change “this.” to “the Town Services Survey.” for clarity.

Line 35: Change “has” to “have”

AMoon motioned to accept the minutes as amended. KCarpenter seconded and all were in favor. Motion passed.

**Mail**

**(new mail received)**

Notes for KCarpenter and PRenaud from Kaitlin Morel (thank you cards for interviews done with her)

Flyer from SWRPC regarding 2018 Planning and Land Use Regulation Manuals

**(mail received and recorded by JPack, but not shared during the meeting of 10/16/17)**

Flyer from NBI on an event to be held in Manchester, NH on 10/26/17 called **Land Use Law: Current Issues in Subdivision and Zoning**

September flyer from Southwest Region Planning Commission

**Old Business**

A slight change to the EDAC Budget was made, raising the Clerical line $50.

PRenaud remarked on some emails that had gone back and forth since the last meeting. He would like to proceed with the agenda as written, and address the other grievances after the regular agenda items.

PRenaud feels that we need to have a different method of moving forward with the Open Space Ordinance, as he feels that if we are going to write the whole thing from scratch, we will not have it ready in time to bring it to Town Meeting. His preference is to do the changes to the Sign Ordinance first.

KCarpenter reminded the Board that she had asked to speak first. She stated that she felt there was a lot of negativity and a lot of time wasted during meetings, and she hoped that the Board could find a better way to do things. She suggested the business practice of “Starting with Yes” – a policy of starting with positives rather than negatives. She wants to be sure that we hear each other. PRenaud responded with a more detailed explanation about his decision and comments made during the previous meetings. AMoon noted that while she did not expect everyone to agree, she did expect all to respect one another. The Board had a discussion on how to work together better as a team. KPaulsen would like to see someone be able to complete their sentence without interruption when they have the floor. AWood added that we really need to learn to listen to each other more. PRenaud suggested we follow Roberts Rules of Order as needed. AMoon offered to compile an abridged version for meeting protocol.

RMarshall complimented the Board on their handling of a difficult conversation, and their respectful way of handling their differences.

**Sign Ordinance Amendments**

Back in June PRenaud had emailed Town Counsel about the changes that were made to the Sign Ordinance. He read the bulleted items from the Municipal Association’s memo regarding what the sign ordinance should contain, and then reviewed the reply from Town Counsel. The current ordinance does not regulate noncommercial signs. The Board was concerned about when a commercial business has a noncommercial sign. AMoon read aloud the current ordinance. A statement of purpose was added. A discussion about the conflict between a home-based business sign and a commercial sign, and the allowable size of signs ensued. The Board discussed sign lighting in the different districts. It was decided to run the marked-up copy of the Sign Ordinance by the Code Enforcement Officer for his input. PRenaud will also ask him how many sign permits are generally issued each year, and if there are other sign enforcement issues we might want to address by this ordinance.

**“Alternative Subdivision” Ordinance/Regulation**

This will be discussed at the next meeting.

Wrapping up this meeting, PRenaud asked the Board if there were any other zoning ordinances that the Board felt should be amended, please bring them forward. KCarpenter felt that was another question to ask of the Code Enforcement Officer.

AWood moved to adjourn this meeting, and KCarpenter seconded. All were in favor. Motion passed.

**The meeting adjourned at 9:11 PM.**