**Planning Board**

Town of Greenfield

 Approved Meeting Minutes

Recorded by Janice Pack

February 27, 2017

**Members Attending**: Paul Renaud, Steve Chicoine, Robert Marshall, Ken Paulsen, Angelique Moon, Andre Wood *SChicoine will be voting for the Vacant seat. This will be his last meeting.*

**Meeting Opened**: 6:03 PM

**Minutes**: The Minutes were read by PRenaud. Changes were made:

Line 26: Omit the word “Chair”

Line 47: For clarification purposes, amend sentence to read: “PRenaud asked what kind of grants might be available that having an Energy chapter would support, …”

Lines 54-55: change “a whole other” to “another”

Line 85: delete “rather than a rambling, unreasonable diatribe”

Line 86: insert “several improvements were made, such as…” after “RMarshall said”

Line 116: change “AWood” to “PRenaud”

AMoon motioned to accept the minutes as amended. KPaulsen seconded and all were in favor.

**Mail**

Copy of notification from New England WSC, FEMA, to Margaret Bliss, Chairperson, Board of Selectmen, regarding risk assessment of floods and culvert evaluation.

Copy of notification from NH Division of Historical Resources regarding a 60” culvert on New Boston Road.

The Board discussed the location of the proposed culvert, and decided that no action needed to be taken by the Planning Board at this time, and these would be filed.

**New Business**

Aaron Patt and Catherine Shaw had spoken to PRenaud regarding a concern that if Amendment 14 (repeal the Open Space Development Ordinance) passes, how does it affect the taxes on the current open space lots, specifically regarding Camerons Way and the Five-Year Exemption (RSA 674:39).

The Board had looked into this subdivision during the meeting of December 19, 2016. APatt felt that we should decide if they were vested. Out of 15 lots (13 residential and 2 open space), only 3 or 4 have not been developed. (It was noted that there are actually 14 lots: 12 residential and 2 open space.) AWood looked at a satellite pass of Camerons Way, and said that appeared to be true.

*Call the question: Does the Planning Board feel that active and substantial development has taken place?*

PRenaud moved that for whatever purpose that the subdivision Camerons Way/Ryans Farm is considered, on this date the Planning Board finds that active and substantial development has taken place to the satisfaction of the Planning Board. KPaulsen seconded. Voting: 4 ayes, 0 nays, 2 abstentions. (AMoon and RMarshall abstained). Motion passed.

Event Tracking Form

The Board discussed the new form created to monitor an event and prevent potential liability to the Town. We do not want the Town to seem active in the monitoring of an event. Chief Brian Giammarino had said that if an event required police patrol, it would be paid for by the event holder/business owner, not the town. In a proactive manner, Code Enforcement, Town Administration and Police are not responsible for responding to forms. If there is a matter requiring police response, it will become a matter of Police record. This form is merely to ward off any big problems, and provide a method for review.

RMarshall said that since this form will be given to the business owner, it is simply a monitoring document for us to assure that this kind of business operates in compliance. AMoon said it is not the paper that will track things; the data will need to be input and graphed in order to be helpful, and she offered to do that.

AWood said there is nothing on the form that says “Approved By”. There is no place for a signature. So therefore, it does not imply that anyone is giving consent or permission. PRenaud reminded all that the business owner in particular that this form is initially being created for, Michelle Perron, wants to be able to track and review how the events go. She is looking for feedback. The form is strictly a record for the Board to review. RMarshall asked if Mike Borden had seen the form, and PRenaud said he had not shown it to MBorden yet because he wanted the Board to review it first. AWood asked to replace “Reviewed By” with “Received By” with so it takes away implied responsibility or any implication that the Board had reviewed it. The “For Town Use Only” box was discussed. AWood asked if we had made a ruling saying that the tracking form had to be submitted before each event. PRenaud said the zoning ordinance required it. RMarshall said that on page 52 of the Zoning Ordinance it stated exactly what should be on the form. The business owner needed to keep the forms on file, and submit them when going for a renewal (reference minutes of July 11, 2016). It was decided to remove the “For Town Use Only” box. That space could be used if the business owner had notes or items to document. PRenaud will speak to MBorden.

Review of 2003 Master Plan Implementation – Assessment of Policies and Objectives

PRenaud spoke to Lisa Murphy earlier, and she did forward a draft which PRenaud will forward to all of the Board. She has suggested a course of action in reviewing the information. She will bring a list of funding sources when she comes to the meeting on March 13th.

The Solar, Cluster Development and Sign Ordinances need to be written this year.

The Board went through the objectives for the Future Land Use, Community Facilities, Economic Development, Traffic and Transportation and Conservation and Preservation chapters of the 2003 Master Plan and discussed what they had or had not done for each item. It was an opportunity to look at the Planning Board’s “Report Card” and to open discussion about what was working, and what wasn’t, and to figure out why.

PRenaud stated that he doesn’t think we are communicating enough with the other boards. RMarshall feels that the Master Plan is something we can use to build practices and communication. He feels we should ask the Townspeople their opinion on the Ordinances. RMarshall stated that we are trying to engage more people in the conversation because collectively we are smarter than we are alone. He feels the objective should be “How can we help Town Administration administer to the town?”

AWood felt that if the Town had been communicating to the population, several problems could’ve been avoided. However, the general population does not want to hear about any changes, or anything that will cost them money.

?”

RMarshall stated that there has been collaboration within the town. From the painting of shutters to the painting of the town trucks, to the GIVer’s signage, a consciousness of the business image is emerging. “Town branding”, AWood said.

After a complete review of the goals and objectives, and a brief discussion of what is still to come,

PRenaud spoke about the grant writing process and the 10-year plan. RMarshall added the importance of having a CIP for Bridges. Then, if money became available, we’d be “shovel-ready”.

RMarshall moved to adjourn the meeting, and PRenaud seconded. All were in favor.

**The meeting adjourned at 9:16 PM.**

***THESE MINUTES WERE APPROVED AT THE MEETING HELD ON MARCH 13, 2017.***