**Planning Board**

Town of Greenfield

 Approved Meeting Minutes

Recorded by Janice Pack

June 12, 2017

**Members Attending**: Paul Renaud, Ken Paulsen, Angelique Moon, Kathy Carpenter, Andre Wood, Sherry Fox

**Meeting Opened:** The meeting was called to order by PRenaud at 6:00 PM.

**Minutes**: The Minutes from the meeting of May 22, 2017 were read by PRenaud. A few changes were made:

Line 15: add opening quotation marks before “community”

Line 28: for clarity, put a period after “Lake” and delete the word “and” before Stony.

Line 34: insert “Implementation” after “Chapter”

Line 54: insert the sentence “Additionally, all affected parties shall be provided with the opportunity for informal feedback prior to the Public Hearing.” after the word “suggestions.”

Line 86: change “t” to “to”

Line 92: delete “Peterborough has an Open Space Committee” and add “a number of towns have open space ordinances that we should research.”

Line 93: add “an open space ordinance consultant,” after Pennoyer

KPaulsen motioned to accept the minutes as amended. AMoon seconded and all were in favor. Motion passed. (6-0)

**Mail**

Copy of a driveway permit approval for Alan Stevens from the State of NH DOT

Southwest Region Planning Commission flyer

8 copies of new Zone Map of Greenfield

A/P file: Invoice from Staples apportioned to Planning Board for $42.13 (ink cartridges/General Supplies account)

1 set of Property Maps dated April 2017

The invoice for $2500 for the Master Plan updates from SWRPC is still in the Planning Board’s Mailbox as it remains unpaid. PRenaud spoke to Lisa Murphy regarding this invoice shortly after our last meeting to advise her why it has not been approved.

**Old Business**

**Sign Ordinance -** PRenaud spoke to Town Counsel about the Sign Ordinance. They responded with a letter which basically said that the fact that we regulate commercial signs but not non-commercial signs is not a problem. If you do decide to regulate non-commercials signs, you cannot regulate based on content. PRenaud suggested that the Board may want to think about regulating signs based on impact rather than content; and to at least do a Statement of Purpose. KCarpenter was completely against “fixing something that wasn’t broken”. There was discussion regarding current signs that were perhaps not currently allowed, but the current regulations were not being enforced. It was decided to revisit this in the fall.

**CIP – Present Data from Departmental Interviews**

KPaulsen presented the data for the Police Department; the CIP schedule is for the replacement of Police Cruisers. KPaulsen explained what the CRF (Capital Reserve Fund) was, and how the budget figures were arrived at. He said that the inflationary figure of 3% has been used. The other issue that the Police Department has is that there are several dead zones where they cannot get a phone signal.

The Fire Department CIP data was looked at next. They also had a plan for vehicle replacement. It was noted that the Fire Department’s list had previously been longer, but they had worked hard to get what they needed within their regular budget utilizing capital reserve funds, donations, and fundraising.

Next was the DPW who had a list of 8 vehicles, prioritized by need and age/condition of current vehicles. In addition, the DPW has a CIP for Town Paved Roads. The town also has 2 bridges to maintain.

Buildings and Grounds had a few items on their list including an outdoor wood boiler, and controlling a leak at the DPW garage. There were 3 items noted for the Town Office including a windows upgrade for 2019. They’ve also estimated $40,000 for Oak Park refurbishment.

PRenaud met with Aaron Patt, and the only item on his list was a Town Office server.

SFox met with the Town Clerk, who stated that she did not have any CIP requirements this year.

AMoon presented the CIP data for Conval School District who had a list of 7 items including Building Security, technology renovation, roofing and parking lots.

AWood is still waiting for the Library Trustees to get numbers to him for a few projects that they discussed during their meeting. One of their biggest priorities is a climate control system.

KCarpenter met with Carol Burgess at the Recycling Center whose primary needs were for storage containers. CBurgess also went over some safety and efficiency designs that she would like to see made.

**Consultant for Open Space Subdivisions**

PRenaud said that Carol Ogilvie has retired. He called OEP and they recommended Steve Whitman of Resilience Planning and Design, who would be willing to come down to a Planning Board meeting. SWhitman is a Planning Consultant, and ordinance work is one of his specialties. His charge to visit would be about $500 as we would be paying for his travel time. The Board would like to pursue this, as his resume sounds impressive, but asked PRenaud to interview him further to see if he would be open to a video conference to save us some money.

**Master Plan –** PRenaud said that there is another map we need for the Master Plan but it would cost about $200. There haven’t been any real changes, so the Board wondered if the date could simply be changed. PRenaud said Lisa Murphy will be preparing Section II of the Future Land Use chapter at no additional charge.

After a review of the agenda for the upcoming meetings, AMoon moved to adjourn this meeting, and PRenaud seconded. All were in favor.

**The meeting adjourned at 9:10 PM.**