**Planning Board**

Town of Greenfield

Approved Meeting Minutes

Recorded by Janice Pack

October 16, 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 6:00 PM.

**Minutes**: The Minutes from the meeting of September 25, 2017 were read by AMoon. Two changes were made:

Line 45: Change “share his presentation with the public.” to “present the Planning Board CIP.”

Line 50: Correct “Blanchettes” to “property”

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

**Old Business**

We have not yet received the final Master Plan from SWRPC. PRenaud will contact Lisa Murphy tomorrow. She did tell him that she would send us a CD of the finished product, and that she will include new versions of the old maps for the Natural Features chapter.

KPaulsen will be presenting the 2018-2017 Planning Board CIP to the Select Board tomorrow at 5:45 pm.

When PRenaud submitted our budget to Aaron Patt, APatt said that it wasn’t good practice to add a line, referring to the $800 that we had added for the projection equipment. He told PRenaud to go ahead and purchase it through the Town’s IT budget.

**Site Plan Review and Waiver Request Form amendments** – RMarshall moved to adopt both of the forms as amended; KCarpenter seconded the motion. Further discussion: add a footer saying “Revised Application Form 10/16/17”. All were in favor; motion passed.

**Semi-annual Master Plan implementation status review**

PRenaud led a discussion on the implementation of the items that had a 2017 or 2018 date. Deciding who would pay for certain items (the Planning Board or the designated Leadership) was debated. RMarshall wanted to be sure that we budgeted for the Town Services Survey. KPaulsen thought that while we were doing this on behalf of the Town, it should come out of the Admin budget, or the budget of the department in charge of implementation, not the Planning Board’s budget. The discussion turned to the fact that we (the Planning Board) have a plan – how do we get it implemented? How do we get the designated Leadership figures in the Implementation Plan to take action? We will need to communicate with the other departments, whether by email, or inviting them into a meeting. The Board went through the list item by item, and AMoon updated the Progress Report.

**“Alternative Subdivision” Ordinance/Regulation**

PRenaud said that he is hoping to get through the terms that need to be defined, and their definitions. The Board went through a selection of definitions, changing some for clarity, and tabling others for more discussion at another time. AMoon did the editing for the Board as she shared each definition on the projection screen.

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

**The meeting adjourned at 8:43 PM.**