

Planning Board
Town of Greenfield
Preliminary Meeting Minutes
Recorded by Michelle Hall
March 25, 2019

Members Attending: Kat Carpenter, Robert Wachenfeld, Mason Parker, Robert Marshall, Ken Paulsen, Neal Brown, George Rainier

KPaulsen will be voting member tonight.

6:31pm: Meeting Opened: KCarpenter called the meeting to order. Discussed that she is now acting chair as well as the writer of tonight's agenda.

- George Rainier appointed to Planning Board for 2 years which was seconded by KCarpenter. 6-0-0
- Ken Paulsen appointed to Planning Board by KCarpenter and seconded by RMarshall. 6-0-0.

New Business:

KCarpenter discussed nominations for secretary position currently held by RWachenfeld, who went over what his position has entailed. Secretary position helps the board in many ways such as: being a face for the board with the town, taking care of emails, etc.

- Secretary Position: MParker nominated RWachenfeld.
- Vice Chair Position: RMarshall nominated MParker for vice chair and NBrown seconded. KCarpenter discussed that she would like for the board to work as a team with everything. RWachenfeld nominated himself for vice chair and KCarpenter seconded. RWachenfeld feels that he has learned a lot as being secretary and feels that he is able and willing to step up and fulfill the position of Vice Chair.
- Chair Position: RWachenfeld nominated KCarpenter and GRainier seconded. KCarpenter is willing to take chair for one year. KCarpenter stated that she would be leaning on her vice chair.

RMarshall recommend that we move to close nomination. RWachenfeld seconded. 6-0-0.

6:44pm: Voting

Chair- KCarpenter Approved 6-0-0.

Vice Chair- MParker- 5, RWachenfeld- 2. MParker wins the vote.

Secretary- RWachenfeld- 6-0-0.

6:45pm: Went over ZBA recommendation for Allrose Farm:

KCarpenter opened by stating that there is a zoning requirement for their events. The new owners have never operated under the ordinance as it sits. With the ZBA waiver the new owners would like to have the requirements, to have a police officer on detail for their events, removed. Chief Giammarino is ok with that being removed. KCarpenter would like for the new owners not to be having any parking on the street.

KPaulsen stated that he is in favor of the waiver due to the chief of police being ok with removing this.

44 RMarshall- Asked what the reason was for the requirement to be put in place to begin with? Were there
45 problems in the past due to events? The documents were required so that the PB could keep track of
46 their operations. We should check our records to ensure why we created this document.

47 KCarpenter explained why the new owners were requesting to have the item waived.

48 RWachenfeld explained that there are records in house on all their events.

49 **KCarpenter tabled until later tonight.**

50
51 **6:55pm: 8 Slip Rd, John Wheeler**

52
53 KCarpenter reviewed that applicant stated there is too much charring on timbers and can not continue
54 using. Must tear down and rebuild. Looking to build 2- 2 home townhouses. **Please review ordinance**
55 **for village district for next meeting.** KCarpenter advised the board that they can only discuss with
56 applicant. Parking is a concern and there are signs 'Tenant Parking Only' but there was nothing found in
57 documents for that as it is a town right of way. Where was that discussed in site plan review or minutes?
58 **Research needed- Figure out files, date and look back in minutes. They are coming back for meeting**
59 **4/22/19.**

60
61 **7:00pm: Higgins/Adams LLA**

62 KCarpenter discussed that there were some oversights with plats. CShaw was able to look over and find
63 a lot of errors due to the applicants' applications. PB is trying to get the applicant to fix the errors. There
64 is only a 30-day window to require applicant(s) to fix the errors, that which has passed. Certified letter
65 sent to applicants recommending them to fix the errors. Board discussed the letter written to applicant.
66 **GRainier** asked if the PB would pick up the cost of noticing. KCarpenter stated that the PB will not.

67
68 **7:03pm: Nickerson LLA**

69 KCarpenter discussed what Bart explained to board through email. Bart was asked if this was a civil
70 issue? There are already 2 plats on file. Bart's email explained that property line discrepancies will need
71 to work out by land owners. This is not a PB issue.
72 RMarshall informed NBrown` and MParker that they can view the plats brought to the board at last
73 meeting.

74
75 **7: 09 pm: 2019 Planning Discussed**

- 76 **1-** KCarpenter stated that spreadsheets have not been kept up to date on PB decisions and she
77 discussed the importance of this. Everything needs to be by map and lot number. It has not
78 been up to date since 1992. RMarshall has a file that he is happy to send to whoever would like
79 to take this on. Spreadsheet needs to be started today. KCarpenter will be putting a student on
80 this once they come to us. **NBrown taking on this task.**
- 81 **2-** CIP- last done 2 years ago. Due to have it done again this year. **KPaulsen and MParker were**
82 **nominated to take this task on by RMarshall.**
- 83 **3-** Special Events in Facility Ordinance- Should we edit this? KCarpenter would like to put this into a
84 vote. To be topic for town meeting for next year.
 - 85 • Voted for discussion regarding Allrose Farm

86 RMarshall stated that they are set up as Air BnB. He is a little concerned about this since the
87 town did not approve them to be a true Bed and Breakfast permit but they are allowed to be Air

BnB? Would like to clean this up before approving the recommendation. There are strict behaviors that a Bed and Breakfast need to follow in the town and with State Fire Marshalls.
* RWachenfeld stated that on Planlink there are a lot of different responses to this topic. Not many towns have ordinances on this. Will be discussed at June 1st conventions.

- 4- Schedule a joint meeting with the ZBA, CEO, BOS, EDAC. KCarpenter is planning on having this meeting and maybe just with chairs and vice chairs. RMarshall brought this up in a selectman's meeting. KCarpenter/RMarshall agree to have this after the June 1st convention.
- 5- Fix our check lists. As a board let's look at our check list and see what makes sense. We can do some of the lists at a public meeting not public hearing.

MParker stated in Peterborough wasn't allowed to be able to attend meeting until check list was complete. It is better for applicant and public to be able to do it this way. Secretary can review the check list to approve it being a complete checklist before meeting.

7:37pm KCarpenter reopened meeting after short break.

RWachenfeld handed bills, for noticing, to Dane D'Arcangelo, arborist from Eversource.

7:38pm: Eversource hearing called to order by KCarpenter. KCarpenter discussed rules of hearing. RWachenfeld stated that notice of public hearing was properly noticed to public. Dane D'Arcangelo speaking on behalf of Eversource.

Dane explained what they will be doing in regards to the trimming/cutting of trees on scenic roads. Dane stated there are 15 scenic roads on list. Dane explained that it is hard to determine a set schedule for the trimming. They need to have approval from property owners and PB. They will be getting permission from landowners for dead and dying trees to be taken down. David Batchy, licensed forester, is also helping with the flagging of the dead trees.

7:42pm

RMarshall asked about seeing flagging on dead trees. Confirmed that he has already received a flyer for the trimming of trees.

Andre Batten- 48 Cavender Rd: Asked Dane if he may have an answer to his question. ABatten explained that there are no power lines crossing in front of his house but he is wondering about the trees along the lines that are dangerous. ABatten does not know who owns the trees or who can cut down. Who gets to keep the wood when trees are cut? Dane explained that the land owner gets to keep the wood, but they will collect/remove the brush. Dane explained that utilities need to come to scenic hearing and they need to have owner permission first.

RPaulsen stated that he and RMarshall did a lot of walks with Eversource years ago. Will they have to do this again? Found some trees on Slip Rd that were dead and not marked to be taken down. Dane stated that he is ok with doing a walk for tree removal later on when he does a hearing for this.

George Rainier- 121 Old Bennington Rd: Stated there are 2 tamaracks marked for removal because they look dead right now, but they are very much alive. Dane said that he would look into this with David.

7:54pm KCarpenter moved to close public hearing

KCarpenter would like to see a list of the streets as well as the time frame so that the residents would be able to see on the town website.

7:57pm: RWachenfeld motioned to approve, GRainier seconded. Eversource tree trimming and brush cutting has been approved by PB.

8:00pm: Reviewing and editing checklist

RMarshall- PB used to use a consultant which cost the applicant \$25-50 to ensure that the checklist was complete. You would read the consultants recommendations. As a selectman, he is unhappy that the PB is using office staff to help with PB business.

KCarpenter likes the idea that the PB has someone to help the public with the checklists, the secretary.

CShaw would help as a second set of eyes.

MParker asked RMarshall if they always used to use the consultant for the checklist. RMarshall confirmed that they did. MParker suggested that the board continue to do this. MParker asked if Aaron or Catherine give the PB a list of possible consultants to use? KCarpenter stated, yes.

KCarpenter- Would like for there to be a disclaimer in the application form that the applicant 'be responsible for their own errors'.

RWachenfeld- is ok with being the face that the applicant sees to help them with the application.

KCarpenter- recommends that PB be able to make the decision to use a consultant for each applicant at their choosing. ***RWachenfeld will follow up with Aaron about using consultants and who to use.**

NBrown- wondering if a consultant would have been used with this prior, would we still be talking about this now? KCarpenter stated that the PB was operating in good faith when this was signed.

RMarshall- PB should always ask for all numbering of lots to be changed and it be confirmed by office manager. Recommends that PB should all be getting a new updated hardcopy of ordinance for policy and procedure, etc.

Board discussed the expense to make a hardcopy.

KCarpenter motioned, RMarshall and MParker seconded 6-0-0

8:19pm: Rework Open Space/Alternative Subdivision Ordinance: KCarpenter opened.

AMoon is being used as an unpaid consultant to help with this. PB has previously reached out to a paid consultant to help out with the creation of this. **KCarpenter will give members a copy of the rough draft for this so that there can be a draft before the town meeting.** A lot of towns around are using this.

AMoon did take some things from them to make her draft. Goal is for December to get this done. Need to look into a new consultant.

8:24pm: Master Plan: KCarpenter opened.

Need to get old one archived. Master Plan should be talked about at meeting with all boards.

Meeting with other boards topic ideas: (unsure on what the length may be, maybe let board members limit to 1 major item and have 15 minutes to discuss)

- MP
- Bed and Breakfast/ Air BnB,

RWachenfeld stated that Mike Borden, Greenfield ZBA, currently has a Q/A among themselves about what to do with this.

175 KCarpenter- PB needs to come up with recommendation that they don't do the Air BnB since they
176 applied for Bed and Breakfast permit and were denied.

177

178 **8:32pm Meeting minutes read by RMarshall.**

179

180 Line #12: small 'd' on discussed

181 Line #17: remove the extra period

182 Line #42: should read 'where the run off would go.'

183 Line #47- change 'lumins' to 'lumens'

184 Line #71- adjust to state 'sold and changed, the future purposes influence the decision.'

185

186 Line #80- adjust the sentence to say 'Mr. Melon stated that Mr. Todd (the surveyor of 1975) had thought
187 the corner should be common. Mr. Melon was unsure why. Mr. Melon noted that there are
188 discrepancies with the recent survey and the 1975 survey.'

189 Line #84- change 'applican't representative.' to 'applicant's representative.'

190 Line #90-104- change 'affect' and 'affects'

191 Line #95&101- change 'Renier' to 'Rainier'

192 Line #102-change to state 'two very narrow access points'

193 Line #105-106 Change to 'Cavender Rd and Burk Rd area.' Remove 'Peterborough'

194 Line #109- change 'Klnoum' to 'Khouw'

195 Line #112,114,116- change 'Batton' to 'Batten', change 'R' to 'Rd'

196 Line #131- change 'land-what' to 'land, what'

197 Line #137-remove the 'a' from a vehicular traffic

198 Line #142- add 'he would be in favor of a site walk' after Mr. Melon

199 Line #160- change to state 'AMoon moved that the Board'

200

201 **RMarshall motions to approve the minutes and KCarpenter seconded.**

202

203 **Mail:**

204 Copy certified mail receipts.

205 Planning Board Budget

206 Notice of application for driveway permit on Cornwell Rd-FYI

207

208 **9:13pm** KCarpenter read and approved RWachenfeld's letter to Eversource.

209

210 **9:14pm** RMarshall motioned to adjourn and KPaulsen seconded. KCarpenter called meeting adjourned.