

Town of Greenfield
Planning Board
Preliminary Meeting Minutes
Recorded by Michelle Hall
October 28, 2019

Members Attending: Mason Parker, Neal Brown, Robert Marshall, George Rainier, Ben Hale

6:30 pm MParker called meeting to order and went over tonight's agenda.

RMarshall read meeting minutes from previous meeting. Amendments are as follows.

Line # 39 change MBorden to Mike Borden

Line # 46 change 5-0-0 to 4-0-1

Line # 45 change invoked to invoke

Line # 48 add after the expansion: They are proposing to build a 26' x 40' addition to the western side of the existing building. The space would be use for the congregation to worship.

Line # 53 add after granting 'a setback variance.'

Line # 56 change 'Mike Borden' to 'MBorden'

Line # 74 change 'Sheldon' to 'Sheldon Pennoyer'

Line # 56 informing him that the Greenfield Congregational Covenant Church site plan

Line # 64 change incent to incentivize

GRainier motioned to accept minutes as amended. **Seconded by NBrown. Motion passed 5-0-0.**

6:46 pm Mail:

- All God's Creatures Pet Shelter and Sanctuary, Inc. brochure

6:50 pm Announcements

MParker updated the planning board about construction starting at The Greenfield Congregation Covenant Church.

Updates from 10/7/19 Meeting:

- **MParker** showed the planning board a handout which **RMarshall** had drafted which will help the planning board to know what the RSA's are and what time frames are for noticing.
- **MParker** has spoken with Sheldon Pennoyer and he is available November 25th to attend a meeting to help the planning board.
- **MParker** did reach out to Mike Borden but has not heard back yet.
- **MParker** did speak with Catherine Shaw in regards to the request to change the duplex to a condominium. **MParker** advised the resident to contact their own legal counsel and check with the ZBA.

Action Item:

MParker will forward Sheldon Pennoyer's email to the members of the planning board.

7:00 pm Special Order – Site Plan Review – Parker Subdivision, TF Moran Presenting

MParker called the hearing to order and went over the rules for a public hearing. **MParker** explained that the application was completed.

MParker motioned that the application is complete to invoke jurisdiction. **Seconded by RMarshall.**

Motion passed 5-0-0.

MParker wanted it to be on the record that his last name is 'Parker' but he does not know and has not met the applicant. **MParker** then asked for **Jeff Kevan, of TF Moran**, to give a brief explanation for the proposed subdivision to the planning board. **JKevan** explained that they would like to take a 19.6 acre lot and create a two-lot subdivision with 14.4 acres of land and 5.2 acres to stay with the current house. **GRainier** asked why the new proposed 2nd lot does not follow the stone wall. **JKevan** explained that due to the sloping of the land and wetlands, having the line be the stonewall would not leave much buildable space.

MParker opened the public hearing for the public to speak. **MParker** asked for anyone in favor of the proposal to speak. No one answered. **MParker** then asked for anyone opposed to the proposal to speak. **Tod Smith, 236 Forest Rd-** stated that he is not for or against the proposal, instead is wondering what this would be for. **MParker** explained that they would take 14.4 acres off the 19.6-acre lot to make 2 separate lots. The planning board explained that currently there would not be any additional buildings but there could be in the future.

Ashely Wadleigh, 140 Miner Rd- explained that her property abuts the applicant; she has noticed that some of her property markers have been moved. She is unsure if it was the applicant or the survey crews. **AWadleigh** stated they have road side markers which one has been moved, about 2 years ago. She stated that the applicant had someone move the granite markers and do something in the woods. **JKevan** explained that they would know if any monuments were moved and would accurately mark with new markings if needed. He is willing to go to the site with her if needed.

RMarshall explained, to **AWadleigh**, that should she see something like this again she should immediately contact the town to let them know.

Tod Smith, 236 Forest Rd- wanted to know if one of the property lines goes to a stone wall.

JKevan explained the site plan in further detail.

Ashley Wadleigh, 140 Miner Rd- asked the planning board how likely it would be for there to be additional homes built in the 14.4-acre lot due to all of the wetlands in there.

JKevan explained that there may be a home but not a large division due to the road frontage and wetlands.

MParker closed the public part of the hearing. He explained that the planning board is going into deliberation and there will be no further comments from the public allowed at this time.

RMarshall asked if any part of the 2nd lot formed is in current use.

JKevan explained that the original lot, R9-19 with the dwelling, will not be in current use. The new lot, R9-19-4 composed of 14.4 acres, will likely remain in current use. He would make sure that the applicant knows that they would need to come back to change to current use.

NBrown motioned to approve the application. **Seconded by RMarshall. Motion passed 5-0-0. JKevan** will send the planning board a mylar and the plans in pdf format.

Action Item:

MParker will contact **JKevan** for 3 additional copies of the plats to make the 6-total required.

7:30 pm Unfinished Business – Case Numbering – Neal Brown

MParker opened the floor for **NBrown** to explain case number updates. **NBrown** handed out a draft template for new case numbering. He explained that he would use Catherine Shaw's current filing technique. He showed a summary sheet that will be on the inside or outside of the file with a quick

reference. The planning board agreed that this would be a good thing to do from here on out. **NBrown** asked to purchase more cardboard boxes to clean up the files. **RMarshall** recommended that the planning board digitize their records and think about buying a fireproof filing cabinet.

BHale explained that the historical society has just purchased a scanner which scans in seconds. It seems as though it is very efficient.

MParker explained he had requested, to the select board, to have a 3rd party come in and scan everything for the entire town.

Action Item:

MParker will look into fireproof file cabinets to add to his budget for next year.

7:55 pm Review Open Space Spirit Article – Spirit Sponsorship

MParker asked the planning board if they would like to become a Greenfield Spirit Sponsor for next year. **MParker motioned** to expend the funds up to \$100 to sponsor the Greenfield Spirit. **Seconded by NBrown. Motion passed 5-0-0.** The planning board had a discussion about the Open Space article proposal and made a few edits. **MParker motioned** to submit the article as amended. **Seconded by NBrown. Motion passed 5-0-0.**

8:15 pm Additional Announcements

RMarshall discussed a request from the select board for an opinion. **RMarshall** explained that the town owns the property between 137-138 Slip Road which has 36' of road frontage. **RMarshall** explained that the owner of the meeting place is interested in renting the old restaurant and wanted to know if the town is working on the parking situation. Currently, residents of the building are parking in the restaurant parking area. The select board is being asked to gate the lot from the Harvester Market easement. The planning board had a discussion about this. The planning board was concerned about putting a roadway between two residential lots, two-way traffic concerns and having a one-way roadway from Slip Road through Depot Road back to Slip Road. The planning board will discuss this further at the next meeting.

8:45 pm GRainier motioned to adjourn. Seconded by MParker. Motion passed 5-0-0. Meeting Adjourned.