

## **Town of Conway**

### **Minutes of the Conway Planning Board Meeting, December 4, 2014**

Present: Joseph Strzegowski, David Barten, Mary McClintock, Sue McFarland and David Chichester.

Absent:

Chairman Strzegowski opened the meeting at 7:00 p.m.

1. The minutes of the meeting of November 19, 2014, were approved. Unanimous.
2. Mr. Strzegowski reported that the application for the Massachusetts Downtown Initiative (MDI) grant was completed and submitted on time on December 4, 2014. This is the grant that is made available to towns that do not qualify for block grants. It was a group PB effort, including help from Jessica Atwood, from the FRCOG. Motion to formally endorse application for the grant: approved unanimously. (The Application is attached to the hard copy of these minutes.)
3. Mr. Strzegowski presented a draft of the PB budget request for FY '16. Total amount is \$2,310. Vote to accept the budget request, as presented, was approved unanimously. (Copy of itemized request is attached to the hard copy of these minutes.)
4. Review of the budget item about physical storage of PB records expanded into a discussion about proper long term storage of minutes, correspondence, maps and other official documents. Question: should the PB consider getting a computer in order to digitize and safely archive such records? Questions arose as to Town policy and possible future global plans to automate town records.

#### **ACTION ITEM:**

- Mr. Chichester will talk with Mr. Hutcheson to see if there are any thoughts or plans toward a town-wide system of digitized record keeping/storage. He will also request that the Planning Board be provided with its own e-mail mailbox.
5. Mr. Strzegowski reported that he submitted the Local Technical Assistance Grant (LTAG) application on November 26<sup>th</sup>. The grant is being requested to assist the PB in developing appropriate protective bylaw language relative to noise, vibration, light, water and air quality issues, as might be presented by the construction of a Pipeline compressor station.
  6. Ms McFarland reported from the Pipeline *AdHoc* Committee that there are new maps showing changes in the proposed routes, including a compressor station somewhere in Deerfield. There was also a discussion about proper setback distances and whether the PB should be considering possible protective regulations in this regard. It was agreed by the PB that we should continue pursuit of a "noise ordinance" and to further clarify FERC and other model requirements for appropriate setbacks distances.
  7. There was a brief group review of the town-wide All Committee meeting *that was held on November 24<sup>th</sup>. One particular subject discussed was a comment made at that meeting about the Open Space Committee being interested in bringing forth a Right to Farm bylaw. Interest was expressed by the PB to possibly meet with the Open Space Committee to learn more about what they are considering.*
  8. Mr. Strzegowski reported that there has not been a meeting of the Wastewater *AdHoc* Committee since the last PB meeting.

9. Mr. Chichester reported that there has not been a meeting of the Town Park *AdHoc* Committee since the last PB meeting.
10. In discussion regarding preparation for presenting changes to the Protective Bylaws at the next Town Meeting, Mr. Strzegowski suggested that he send out one or two sections of the revisions between meetings to each PB member. This would give members an advance opportunity to study the changes at home and then bring comments to the next meeting. The plan would be to work toward signing off on each section over the course of time.

**ACTION ITEM:**

- Mr. Strzegowski will send out piecemeal drafts to each PB in advance of future meetings.

There being no further business, the members voted unanimously to adjourn the meeting at 8:40 p.m.

**NEXT MEETING:** Thursday, December 18, 2014; 7:00 p.m. in the Town Office.

Respectfully submitted,

David I Chichester