

Town of Conway

Minutes of the Conway Planning Board Meeting – January 5, 2017

Present: Chairman Joseph Strzegowski, Sue McFarland, Mary McClintock, David Chichester and Beth Girshman (Associate).

Absent: Andy Jaffe

Guests: None

Chairman Strzegowski opened the meeting at 7:00 p.m. in the Conway Town Office.

1. The Minutes of the December 15, 2016, meeting were approved as written.
2. Ms Girshman reported that, after reviewing bylaws from several other towns re: Senior Housing, she had noticed several issues in common:
 - All specify minimum acreage, such as 5 acres. Buckland = 8 acres minimum.
 - They require certain amounts of permanently preserved open space and recreation.
 - Some have age restrictions.
 - All require issuance of Special Permits.
 - They contain the usual criteria pertaining to lot size, unit density, wells or public water supplies, septic.

Discussion continued about comparison between these issues and Conway's current Protective Bylaws, and what implications there would be for the Senior Housing Committees current initiatives.

ACTION PLAN:

- In preparation for the upcoming joint meeting with the Sr. Housing Committee on January, 19th, Ms Girshman will craft a discussion outline including the above thoughts.
3. About earlier discussions regarding ground mounted solar arrays, Mr. Strzegowski presented his suggested language for clarity. After discussion, the PB agreed on the following:

“No primary building or structure may be located within 25 feet of any boundary or within 50 feet of a public way. However, no front yard need exceed the front yard on any adjoining lots on the same street. For accessory use buildings and structures, the clearances are half (1/2) the distances specified for a primary building or structure.”

ACTION PLAN:

- The Planning Board should officially vote on this language as a proposed amendment to the existing bylaws...and then place it into the process for making such changes.
4. Continuing discussion from the last Planning Board meeting about Town-owned Farmland Rental/Leasing, Ms Girshman proposed a letter to be sent to possibly interested parties seeking feedback and opinions. After more discussion, the PB agreed that further assessment of interest is needed.

ACTION PLAN:

- Ms Girshman will contact the Agricultural Committee to see if this is something they would like to move forward.
5. Ms McClintock reported that she has developed a **Table of Contents** for the town's Protective Bylaws and is close to completion. It was noted that it is necessary to distinguish between the Official Bylaw Document (voted at Town Meeting and certified by the Town Clerk) and the version with the Table of Contents. Such distinction between the Official and the Unofficial document will be made going forward.
 6. Mr. Strzegowski reported that there have been no bids received to pursue the engineering phase of the Wastewater Project. However, after the bidding process was completed, Tighe and Bond indicated they might be interested in submitting a viable quote if they were provided with more explicit data. Mr. Strzegowski intends to meet with the T & B representative in the near future.
 7. Mr. Strzegowski mentioned it is time to consider submitting an application for a District Local Technical Assistance Grant. He reminded the group that one was submitted in a prior year for a Marketing Study (i.e., to assess "why do people come to Conway?") It was moved and seconded to resurrect that application and submit it again.

ACTION PLAN:

- Mr. Strzegowski will update that application and submit it again.
8. In response to the Town Administrator's request for a FY '18 budget, the PB voted to submit essentially the same budget request as the current one.

ACTION PLAN:

Mr. Strzegowski will submit the PB's budget request for FY '18.

9. Ms McClintock volunteered to draft the Planning Board's contribution to the Town's Annual Report, which is due February 10th. She will distribute it to the PB members for a vote.

ACTION PLAN:

- Ms McClintock will provide the draft of the PB's portion for approval.
10. Mr. Strzegowski reported that he had received a call from a cell tower company indicating that they are still looking to locate a new cell tower in Conway. He reminded the representative that Conway has a specific Bylaw that would apply to this situation.
 11. Per Mr. Strzegowski, the Franklin County Regional Council of Governments wants to know if there are any issues in Conway that should be addressed as potential vulnerabilities due to Climate Changes. After discussion, the PB came up with the following:
 - The bridge on Main Street which, because of its location at the confluence of the two rivers and its small size, could easily be at risk. This has been evidenced in the past. There may be other road locations that could be in danger, such as Upper Baptist Road.
 - Drought, with implications for domestic water consumption and fire control.

- Providing effective alerts for severe weather events.

ACTION PLAN:

- Mr. Strzegowski will complete the Climate Change Survey and submit it to the FRCOG.

There being no further business, the members voted unanimously to adjourn the meeting at 9:50 p.m.

NEXT MEETING: The next regularly scheduled PB meeting will be on Thursday, January 19, 2017, to be held jointly with the Housing Committee, at the Conway Town Office.

Respectfully submitted,
David I Chichester