

Conway Planning Board Minutes Thursday, September 6, 2017

NOTE DATE, TIME, AND LOCATION CHANGE for this meeting only

TIME: 7:30 – 9 pm Location: TOWN HALL – 5 Academy Hill Rd.

Present: Chair Mary McClintock, Vice Chair Joe Strzegowski, Sue McFarland

- 1) Review & Approve Minutes of previous meeting – August 17, 2017

Minutes could not be approved because Joe S. was not at the Aug. 17 meeting and therefore there was a lack of a quorum of members who attended that meeting

- 2) Recreational Marijuana and Oct. 30 Special Town Meeting moratorium article: publicizing public hearing/Form 7, revisions to article, prep for Oct. 5 public hearing and the Planning Board Clerk position

Sue M. informed the board that she can no longer assume the responsibilities of the clerk position. She is challenged by the demands of her work schedule and coordinating with town office staff hours. There was a discussion of the responsibilities of the Planning Board regarding public hearing process for the Oct. 5 public hearing. The Board will divide up the tasks for the upcoming Oct. 5 public hearing. Joe S. will do legal requirements for the Form 7. Mary M. will send a press release to the Recorder and make a poster to send to Joe S. who will post in town space: Baker's, Town Office, and Transfer Station. There was a discussion of hiring a clerk for the Planning Board..

- 3) Resident, Visitor & Business Survey: Next Steps

After review the Planning Board determined the survey is fine but the introduction is too long. Mary M. suggested edits. The Board voted to delete the second paragraph and keep the return by date. Can we make a temporary survey button on top o the Town web page or add to the links page. Sue will ask Lisa to add the survey link to the links page: [surveymonkey.com/rConwaySurvey](http://surveymonkey.com/rConwaySurvey). Joe will coordinate with Tom Hutcheson to place surveys in town office and the library.

- 4) Possible Associate Members

Mary M. reported that Andy Jaffe talked to Alex Pazmandry who was not able to make this meeting. Robert Moreno is not available until the middle of September.

- 5) New business was moved up as Joe S. reported on the new town website. There is s testing website for town departments at : [testing@townofconway.com](mailto:testing@townofconway.com)

Website will be WordPress platform. Town Boards and Departments will be responsible for updating their own pages. Board discussed that this practice decentralizes the responsibility of the website. Questions and concerns raised included consistency of look, placing increased responsibilities on volunteer boards, accuracy and security. We already have overstretched

volunteers and vacancies on some of boards. It was discussed if these concerns should be brought up at the October 2 all committee meeting.

6) Rules for Planning Board re: technical assistance (Joe & Andy) –Tabled for a future meeting

7) Topics for September 21 meeting: Kim McPhee – South River Corridor Mapping

Board discussed the growing agenda for the Sept. 21 meeting and decided to postpone the Sept 21 meeting with Kim McPhee of the FRCOG to October 19. Mary M. will email Kim to have her attend the Planning Board Meeting on on October 19.

8) Topic for September 21 meeting: Discuss Potential Large-scale Construction Bylaw

Joe S. suggested that we wait for the Attorney General’s response to the Shelburne large-scale construction bylaw before discussing

9) Next Scheduled Meetings – (1st and 3rd Thursdays): Sept. 21 and Oct. 5

10) Mail/email –noticesfrom adjacent towns regarding various hearings

11) Old Business

12) New Business not reasonably anticipated 48 hours in advance

Mary informed Board she will not be available from Sunday through Friday September 9- 16

Meeting Adjourn 9:20 pm-Sue M. Second -Mary M.

Submitted

Sue McFarland

Interim Clerk