

Conway Planning Board

January 17, 2019

Minutes

Present: Beth Girshman, Bill Moebius, Joseph Strzegowski, Andy Jaffe

Other attendees: Alexis Fedorjaczenko (Administrative Assistant)

Location: Conway Town Offices

Meeting called to order at 6:00 pm

1. Minutes from the previous meeting, January 3, 2019, were reviewed. Motion by Beth to approve the minutes as presented; seconded by Andy. Motion passes, 4-0-0.
 - a. Joe noted that he spoke to Peggy and she suggested that we add “master plan” to the DLTA request under Zoning bylaws, “use table”. A note about this will be added to the minutes from 1/3 also.
2. John Harris 61B Town right-of-first-refusal on parcel off Shelburne Falls Road
 - a. Mail received - certified. Letter to Board of Selectmen with copy to the Planning Board from law firm Curtiss, Carey, Gates, & Goodridge, LLP. As per Tom Hutcheson, Town Administrator email: "The Town has received a notification of the pending sale of Chapter 61B property by John Harris (Map 407, Lot 2, on Shelburne Falls Road, just past the intersection with Bardwell's Ferry Road, on the left, going out)." With attachments, including a map showing the property (the largest lot of which is labeled “Harris”).
 - b. Procedure was discussed. There would be a public hearing and the Planning Board would offer comments at that hearing.
 - c. Discussion about the plot of land.
 - d. Motion by Andy that the Planning Board does not recommend to exercise the town's option on the land; seconded by Bill. Motion passes, 4-0-0.
3. Private drives issue - next steps
 - a. Joe distributed the letter that went to Amanda Nash from Conway Assessors regarding building numbering. The letter is dated January 14, 2019 and identifies the correct way to number buildings. Prep for joint meeting Feb 7, 2019, 6:30 pm.
4. Site Plan Review Application and Fee
 - a. Alexis will make copies for the hearing.

5. Nexamp Solar Site Plan Review
 - a. Peer consultant bid: Made contact with Tighe & Bond for a quote for peer engineering review. Discussion of next steps.
 - b. Joe needs a backup for meeting with the Select Board next Tuesday. He will email if he can't make it back in time.
 - c. Public hearing: Draft notice. Scheduling: 65 days from receipt is March 10; the Planning Board would like to hold the hearing early enough to ensure there is time if weather causes a delay in the meeting. Notices: Policy is to send certified mailings to abutters list. Alexis will do this. Must be posted on 14th and 7th if the meeting is on the 21st. Joe will do this. Timing: Regular meeting at 6 and public hearing at 7 Joe will let T&B know.
 - d. Motion by Beth contingent on approval by applicant and engineering firm to have hearing on February 21; seconded by Andy. Motion passes, 4-0-0.
6. Annual report 2018 (Beth)
 - a. Beth shared a draft. Discussion. Will create a revision.
7. Protective Zoning Bylaws updated to May 14, 2018
 - a. The Town Clerk did publish the LSICF bylaw. It was in the newspaper on Feb 11.
8. Planning projects discussion for FY 2019, items below
 - a. There is a new policy: all submissions for Annual Town Meeting must be made 60 days in advance of the ATM. Anything for the meeting must be submitted by March 11.
 - b. Bill brought up a project in Amherst, of general interest, in which secondary buildings on a plot of land can be rented to address senior housing needs.
 - c. The Planning Board discussed options for planning projects, and the difficulty with timing of the Nexamp proposal.
9. Commercial signage (Greenfield Bank) - This would create a special permit process rather than a variance. Bill is willing to take this on. Joe will send him two different town examples of zoning regulations that were provided by Peggy. Text for the warrant will have to be prepared.
10. Zoning use table revision - no business
11. 2013 Master Plan Review & Update - no business
12. Small scale solar bylaw - Beth still plans to work on this, but worked on the Annual Report this last week.
13. South River Erosion Zoning - no business

14. Mail/email

- a. Letter regarding FEMA Discovery Meeting for the Deerfield Watershed on Jan 23, 2019 at Belding Memorial Library, with attached questionnaire. The Planning Board discussed whether there needs to be someone at the meeting; Joe will try to attend, and several other Planning Board members might do so as well.

15. Old Business (none)

16. New Business (none)

17. Next scheduled meetings:

- a. February 7, 2019 (public hearing for site plan review application and fee schedule; and meeting Emergency Management to attend)
- b. February 21, 2019 (public hearing for Nexamp proposal)
- c. March 7
- d. March 21

Motion by Bill to adjourn; seconded by Andy. Motion passes 4-0-0.

Adjourned at 7:25

Respectfully submitted,
Alexis Fedorjaczenko