

## **Conway Planning Board (PB)**

**December 5, 2019**

### **Minutes – Meeting**

**Members Present:** Beth Girshman, Joseph Strzegowski, Mary McClintock (by phone), Bill Moebius, Jennifer Mullins

**Other attendees:** Alexis Fedorjaczenko (Administrative Assistant)

**Location:** Conway Town Offices

### **Meeting called to order at 6:03 pm**

1. Minutes from the meeting on November 21, 2019, were reviewed. Motion by Joe to approve minutes; seconded by Bill. Motion passes, 5-0-0.
2. 2020 Budget request - review prior to submittal for Town Meeting warrant
  - a. Discussion of Alexis salary (she will provide a summary of hours from last year) and other budget line items. Beth will follow up on the budget.
3. Potential additions/changes to Recreational Marijuana bylaw, to include medical. Language clarification requested by Tom Hutcheson (Beth and Jen)
  - a. Beth reviewed the Charlemont bylaw and conducted additional research. Beth stated that she wants to ensure the Planning Board avoids unintended consequences with the bylaw (too restrictive or too permissive). The Charlemont bylaw was reviewed in detail with discussion about what portions are applicable to Conway. Bill offered to write a draft, and Beth will send him the materials she has accumulated (and will ask Peggy Sloan for a word document of Charlemont's bylaws).
4. Preparation for Roaring Glen Farms, LLC special permit/Site plan review Public Hearing, December 17
  - a. There was discussion about how and whether where "children congregate" in the Conway bylaws applies to portions of the applicant's and adjacent properties.
  - b. Mary suggested confirming whether Kenneth Ouimette, Chief of Police, will be in attendance. Beth will do this.
  - c. Joe suggested that there is a lot of new information associated with the state and local laws, and that it could be useful to provide a summary of some of the key definitions. There was agreement to have a projector and to show a summary and portions of the bylaw during the public hearing.
  - d. Mary raised a discussion that there may be a large number of people and she thinks it is important to be very clear about hearing procedure. Joe also feels it's important to encourage dialogue with the public.
  - e. Beth confirmed that this is a dual hearing, for Site Plan Review and Special Permit. Joe will bring an extra laptop, and there is a town projector to be used. Alexis will be recording. A sign-in will be needed. Mary also suggested letting people know they

can email comments (and to provide a deadline with an estimate of when the Board will be aiming to make a hearing). It is expected that a decision will not be made at the hearing, and it is possible that the hearing may be continued to gather more information including finished site plans. Beth will write an email to the applicants to ensure they understand logistical details including that the site plan is incomplete and needs to be updated before the hearing is closed. Alexis will send an electronic copy of the hearing notice to all town bodies that have received a copy of the application.

5. Multi-hazard action plan – Action items from 2019 mitigation plan update: establishing river corridor overlay. Continued discussion re: adding “reduce or eliminate the potential for localized flooding events” to Section 32, Environmental Controls of protective by-laws. (Joe) – no discussion.
6. Spring town meeting, PB plans – no discussion.
7. Planning projects discussion for FY 2019-2020, items below – no discussion
  - 7a. Zoning use table revision (Joe and Mary)
  - 7b. 2013 Master plan review and update (one section) (Bill)
  - 7c. Multi-hazard mitigation action items
  - 7d. Small scale solar bylaw, 15 KW? (Beth)
8. Annual report for spring town meeting – who? – no discussion.
9. Pending and possible:  
SPR(s) Hearings for tentative solar installations (Goodridge; Forcier property)
10. Mail/email – the mail was reviewed. A survey regarding affordable housing needs to be responded to.
11. Old Business – none.
12. New Business not reasonably anticipated 48 hours in advance – none.

The next meetings are: December 17 (rather than Dec. 19<sup>th</sup> on which it would normally fall);  
January 2, 16

Motion by Jennifer to adjourn the meeting; seconded by Joe. Motion passes, 5-0-0.

Adjourned at 7:41

Respectfully submitted,  
Alexis Fedorjaczenko