

Conway Planning Board (PB)

April 2, 2020

Minutes – Meeting by Zoom (phone/video)

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

Other attendees: Francis Parisi (Vertex Tower Assets, LLC)

Location: Remote by Zoom (phone/video) in accordance with memo from Town Administrator dated March 17, 2020 (“Logistics for Committees During the COVID-19 Emergency”)

Called to order at 6:00 pm

1. Motion by Joe to approve the minutes of March 12, seconded by Jennifer. Motion passes 5-0-0. Motion by Joe to approve the minutes of March 26, seconded by Bill. Motion passes 5-0-0.
2. Roaring Glen Farms – update. As of yesterday, Joe reports there were no appeals yet of the Special Permit, nor formal paperwork for a repeal of the bylaws. There was general discussion. Beth suggests writing John Moore to check in about his Citizen’s Petition and whether the meeting date set aside for this purpose will be used.
3. Vertex Towers, LLC – Francis Parisi says the final version of the document looks fine with the changes as discussed having been made.
 - a. The Landscape Easement document was reviewed. Joe said he would like it noted on the document that it is the approved version, and Bill agreed. No additional discussion.
 - b. The Draft Decommissioning Agreement was reviewed. Joe said he added the language about site access. Francis said he thought it was a thoughtfully written document. Mary also thanked Joe for his smart work on the document and everyone agreed.
 - c. The Order of Conditions document was reviewed. Joe asked Francis to explain what he means by a conditional approval. Francis stated that there were several things that had to happen still to move forward, including Conservation Commission approval; the Building Permit is the last thing that will be needed. Francis said he thinks it will be fall or November before the project is ready for a Building Permit, with the goal to build before the winter. There was general discussion.
 - d. Motion by Joe to approve the Special Permit with the Order of Conditions and associated documents for Vertex Towers, LLC; seconded by Mary. Roll call vote: Beth: Aye; Bill: Aye; Jennifer: Aye; Joe: Aye; and Mary: Aye.
4. Contingency Planning for the continued marijuana bylaws petition Public Hearing, April 16: Beth asked for comments.
 - a. Mary said it’s hard to think two weeks ahead right now, but that if conditions are similar more and more people are getting used to the virtual meeting concept. Mary has been running Zoom meetings with 25-45 participants including some people connecting by phone and she thinks it’s possible to do. There would need to be a clear agenda and structure for calling on people for public input, and she explained how it would work including the ability to make a recording. Beth also asked about hacking. Mary indicated that a password or a waiting-room option. Joe said he has

used Go To Meeting and you have to register ahead of time. Other options were discussed.

- b. Next steps were agreed to: Beth to request that the town provide a video-conferencing solution with Zoom as the preferred platform by a certain date and that the Planning Board will purchase their own account if needed; Mary will write video/phone meeting tips; Alexis will publish the meeting link and call-in and any other documents details on the website; Beth will draft a Press Release; Beth will write Gary Fentin to ask about his handout. Further facilitation will be determined by email.
 - c. Motion by Mary to use Planning Board money to pay for up to three months of a Zoom account; seconded by Joe. Motion passes 5-0-0.
5. Motion by Joe to adjourn the meeting; seconded by Bill. Motion passes 5-0-0.

Phone meeting concluded at 7:15 pm.

Respectfully submitted,
Alexis Fedorjaczenko