

## Conway Planning Board

Thursday, October 21, 2021, 7:00 – 8:30 p.m.

### MINUTES

**Location: Meeting conducted remotely via Zoom**

**Present:** Beth Girshman (chair), Jenn Mullins (vice-chair), Susan Fentin, Bill Moebius, Joe Strzegowski (associate member); Lara De Lucca (administrative assistant)

#### **Other Attendees:**

George Forcier, 10 Pine Hill Rd  
Gerry LaBlanc, 2332 Main Poland Rd  
Thomas Lesser, 195 South Part Rd  
Kimberly MacPhee, FRCOG  
John Moore, 40 Whately Glen Rd  
Jiyanna Vagedes, 2332 Main Poland Rd

Meeting called to order 7:01 p.m. by Chair Beth Girshman

#### **1. Review and approve minutes of previous meeting, October 7, 2021**

Motion to approve minutes as submitted by Jenn, seconded by Bill.

Vote:

Girshman - Aye

Moebius – Aye

Mullins - Aye

Motion passed.

#### **2. Nexamp – outstanding issues, reports**

Joe was at a meeting today with the Newmans, 3 members of Conservation Commission, Nexamp engineer, fire chief, and the contractor. The focus was on the access driveway, which is shared between Nexamp and the Newmans up to the site, then splits from there. Concern was the erosion after the heavy rain, when DEP got involved. The new plan for modification of driveway will be voted on by ConCom at their Tuesday 10/26 meeting, and then forwarded to DEP. The plan is to start work on it the first week in November, with the hope to get grass to take hold as soon as possible. No other current concerns, panels are operating successfully.

Abutters and all interested parties are welcome to attend the ConCom meeting. Other abutter questions or concerns should be sent to the Planning Board email, so that they can be fully and accurately answered ([planningboard@townofconway.com](mailto:planningboard@townofconway.com)).

### **3. New Planning Board member – nomination of George Forcier**

The process is that PB nominates George, and then the Selectboard appoints him until the June town election. At that time if he is willing, he will run for election for a 2-year term starting in June.

George is traveling in November, but he should be fully appointed and sworn in time for the December meetings.

Beth moves to nominate George Forcier of 10 Pinehill Rd, Conway, MA to the Planning Board. Bill seconds.

Vote:

Fentin - Aye

Girshman - Aye

Moebius – Aye

Mullins - Aye

Motion passed. George is nominated. Welcome George!

### **4. Flood plain bylaws revisions – with Kimberly McPhee, FRCOG**

Kimberly addressed the three items on her memo, which the PB discussed during last meeting.

1. Should Conway adopt the state model in entirety or weave required changes into its existing flood plain overlay district? Per Peggy Sloan, best practice is the adopt the model in its entirety, after tweaking it for Conway-specific wording. The existing bylaw and map are very old and outdated and it would create additional problems and work to try to integrate it with the new model. FRCOG has been working with Whately on the wholesale adoption with some necessary tweaking, and learning what might come up during a similar process in Conway.
2. The new requirement is that each town appoint a Flood Plain Administrator, and unfortunately this will fall to the town, FRCOG can't provide this service for towns. FRCOG can potentially provide technical support and training for the FPA. Kimberly will talk to Veronique about this requirement that will probably fall to the Town Administrator. The model bylaw lists the eight tasks that are the FPA's responsibilities. Susan will pull these out into bullet points.
3. The model only regulates the 100-year flood plain. Would it make sense to incorporate other areas, like the 500-year flood plain or river corridor map? Kimberly liked PB's idea to maybe include them for information rather than regulation. Some area communities have incorporated the 500-year flood plain because FEMA maps are so outdated (from 1980), and Conway might want to consider this to give more of a flood buffer. But it might not be worth confusing things at Town Meeting, since regulating the 100-year flood plain is all that is required.

Kimberly will send the model flood plain overlay district that was tweaked for Whately. Can highlight sections they spent time talking about. The progression of the Whately discussions might be good talking points for Conway. They tweaked the language of the model so it made more sense for a small community. Susan will look at what Kimberly provides and compare to what she did – put them side by side.

Dates have been set. Plan is to be on the warrant for the June 2022 Town Meeting. Information session will be part of the regular PB meeting on March 3, 2022. Required Public Hearing will be part of the regular PB meeting on April 21, 2022.

#### **5. Planning Board members schedules – fall/winter**

Members are asked to share your upcoming schedules with Beth, especially if you expect to miss an upcoming meeting.

#### **6. Public hearing date – Roaring Glen Farms, LCC special permit modification**

At this time Susan Fentin recused herself and left the meeting.

PB has received application to modify Roaring Glen Farms' special permit. Must set public hearing date. Joe has been named as voting member for this event. In the past public hearings having been part of regularly scheduled PB meetings, with the regular meeting taking place half an hour before.

Beth suggests December 2, allowing time for legal noticing, and for George to join PB as a member. Tom Lesser agrees on behalf of Roaring Glen Farms.

Date set for 12/2/21. PB will meet 6:30 – 7:00, and Public Hearing will begin at 7:00. TBD whether this meeting will be in person or over Zoom.

At this time Susan Fentin returned to the meeting.

#### **7. New business/public comments (not anticipated 48 hours in advance)**

None

#### **8. Master plan update process**

Beth spoke to Veronique and to Peggy Sloan of FRCOG about funding and help on the Master Plan. Areas towns often apply for grant funding and then contract with FRCOG for work on sections of the Master Plan. This is what Ashfield is doing. Peggy provided information about what FRCOG is providing for Ashfield, which gives an idea of what Conway could hire them to do. There are also private consultants, although they are much more expensive. There will be the opportunity to apply for DLTA funding in December. Beth will look into this.

#### **Motion to adjourn by Susan, seconded by Jenn.**

Vote:

Fentin - Aye

Girshman - Aye  
Moebius – Aye  
Mullins - Aye

**Motion passed. Meeting adjourned at 7:59.**

**Next regular meetings: November 4 and 18, 7:00 p.m. via Zoom**