

## **Ashfield Planning Board Meeting Minutes**

January 18, 2017

Ashfield Town Hall

Present: Michael Fitzgerald (MF), Chair  
Ken Miller (KM)  
Jim Cutler (JC)  
Alan Rice (AR)  
Lauren Preston-Wells (LPW) – late  
Meghan Bowen (MB), scribe

Guests: Kate Kerivan (KK)  
Joe Chadwick (JCH)  
Maryellen Abbatiello (MA)  
Robert Abbatiello (RA)

Meeting called to order at 7:40 PM.

1. Board reviewed minutes from December 7, 2016. AR moved to accept minutes as presented, JC seconded. LPW arrived too late to cast a vote. All in favor, 4-0, motion carried.
2. MB will contact the Town webmaster to remove the May 4, 2016 minutes, which are in .doc format, from the Town's website. There is currently a copy of the same minutes in PDF format on the website as well.
3. KK's ANR: KK submitted a new site plan from her ANR approved in 2016 with a slight change in the placement of the property line. JC moved to accept the ANR as presented with a new Form A, KM seconded. LPW arrived too late to cast a vote. All in favor, 4-0, motion carried. Fee was \$75.
4. JCH's ANR: JCH submitted a new survey for an ANR approved in 2016 due to amended language on the site plan. There were no new property lines created on the new survey. Board decided to waive the application fee because the new survey did not create a new lot or change any property lines, but decided that JCH must submit a new Form A. AR moved to accept JCH's survey, including amended language, with no further fee. LPW seconded. All in favor, 5-0, motion carried. JCH will submit a new Form A at a later date.
5. AR presented a funding request form that will be part of an application for technical assistance from DLTA through FRCOG for funding in the coming fiscal year. In the previous year, the Town received funding to update its Open Space and Recreation Plan, and AR suggested that the Board request funding for the same project again this year so that the ad hoc committee can complete the update. FRCOG is more likely to provide funding for projects that can find a source for a 20% funds match; since the OSRP update is a planning project, AR suggested that the Board request a

budget increase for fiscal year 2018 that would include enough to make a 20% match, equivalent to around \$1000. MF objected to the idea on the grounds that the ad hoc committee to update the Town's OSRP is a subcommittee of the Select Board, and it would be unusual to fund a subcommittee through a different regulatory board. MF suggested that AR go speak to the Select Board about funding possibilities, since it is their subcommittee. MF moved to submit updating the Town's OSRP as the top funding priority on the survey, KM seconded. All in favor, 5-0, motion carried. FRCOG has extended the Town's deadline to submit the application until January 24, 2017. AR will submit the application to FRCOG with a letter of intent.

6. Board discussed the budget for the coming fiscal year. MF suggested that the Board ask for a budget to include an increase equivalent to the rate of inflation: \$1000, plus 2% for inflation.
7. Abbatiello Special Permit Application inquiry. MA and RA own a residential property: Half of the building is already covered under a previous special permit, which MA had gotten in order to run a hair salon business. They currently rent out the second half of the building as office space and are retroactively seeking a special permit to cover this change of use. The Board may waive the requirement that RA and MA must submit a site plan with the application, since MA and RA do not expect the site plan to change from the previous special permit, but will not waive the impact statement. Fee will be \$150 when MA submits the application. The Special Permit Hearing is tentatively set for February 15, 2017.
8. The ZBA has not expressed any interest in continuing a collaborative effort with the Board on the proposed Senior Citizens Housing Bylaw. The Board intends to continue work on the bylaw.
9. MF reported on his attendance at a FRCOG-sponsored workshop on municipal responses to the new marijuana legislation.
10. Board discussed the agenda for the following meeting.
11. KM moved to adjourn the meeting, JC seconded. All in favor, 5-0, motion carried.

Meeting was adjourned at 9:30 PM.

Respectfully submitted,  
Meghan Bowen, scribe