

**Planning Board
Meeting Minutes of October 5, 2016
Ashfield Town Hall**

Present: Michael Fitzgerald, Chair (MF)
Jim Cutler (JC)
Ken Miller (KM)
Lauren Preston-Wells (LPW)
Alan Rice (AR)

Absent: Meghan Bowen, Scribe (MB)

Guest: Sharon Wells (SW)

Establish Acting Scribe: Alan Rice

The meeting is called to order at 7:38pm.

1. Board reviews 9-21-2016 meeting minutes. LPW moves to approve minutes, as amended. JC seconds. Motion passes, by a vote of 5-0.
2. Board reviews mail. Included is invoice from Town Counsel (1/2 hour phone call with MF re: zoning bylaw changes, ¼ hour call with AG re: same) and correspondence with Town Administrator Kayce Warren.
3. SW enquires about the Roger Howes ANR that came to the Board at its 9-21-2016 meeting, regarding the difference between and ANR and a subdivision. MF explains it is primarily about creating new road frontage (subdivision) versus using existing road frontage (ANR).
4. Administrative.
 - a. AR reports announcement from Franklin Regional Planning Board (FRPB) on upcoming course 10-18-2016, on procedures for submitting town bylaws (sponsored by AG's Municipal Law Unit).
 - b. KM circulates letter from FRCOG Executive Committee Chair Bill Perlman regarding proposed FRCOG action to improve the FERC regulatory process for gas pipelines. As Ashfield Planning Board rep to the FRPB, KM supports this action.
 - c. KM announces upcoming FRPB meeting October 27,2016, in Greenfield.
5. Board reviews senior citizen housing bylaw proposal.
 - a. Several minor amendments are made (proper heading, grammatical corrections).
 - b. Discussion ensues regarding anything to add to the Definitions section of the zoning bylaws, as related to this proposal (none noted).
 - c. LPW and JC will create a more readable and printable version of the survey, to distribute to the public and to have available at the upcoming hearing October 19.
 - d. AR moves to approve final draft of senior citizens housing bylaw proposal, as amended. JC seconds. Motion passes, by a vote of 5-0.
 - e. AR will finalize document and submit copies to the Board, Town Clerk and Town Administrator.

These minutes approved November 2, 2016 by a vote of 3-0.

6. LPW moves to adjourn meeting. KM seconds. Motion passes, 5-0. Meeting is adjourned at 9:05pm.

Respectfully submitted,
Alan Rice, Clerk
Acting Scribe