

These minutes approved as written by a vote of 3-0 on June 1, 2016.

Planning Board Minutes

Ashfield Town Hall

May 18, 2016

Present: Jim Cutler (JC)
Ken Miller (KM)
Lauren Preston-Wells (LPW)
Alan Rice (AR)

Absent: Michael Fitzgerald, Chair
Meghan Bowen, Scribe

Establish Acting Chair: KM

Establish Acting Scribe: AR

The meeting was called to order at 7:36 PM.

1. Board reviewed minutes from May 4, 2016. LPW moved to approve minutes, as amended. JC seconded. Vote was 4-0, motion carried.
2. Board reviewed mail.
3. Administration.
 - a. AR reported he will be working with MB to re-organize the Planning Board filing system, particularly ANR's and Special Permits over the last ten years;
 - b. It was noted that a copy of the re-signed Special Permit notice for Gloria Pacosa was delivered by the Town Clerk to the Board, for filing.
4. Senior Housing Survey.
 - a. LPW has created a Google account for the survey online;
 - b. Some of the questions were changed to multiple choice, for better clarification of answers;
 - c. Answer lines changed to boxes, to check;
 - d. Discussion about getting survey distributed by June 6th, to Town Hall, Belding Library, Nolans Neighbors, Ashfield Hardware, and Elmer's;
 - e. Motion by JC to delegate LPW and AR to write up and submit survey notice to the Ashfield News (deadline May 21st), seconded by KM. Vote was 4-0, motion carried.
5. LPW moved to adjourn the meeting, JC seconded. Vote was 4-0, motion carried.

Meeting was adjourned at 9:12 PM.

Respectfully submitted,
Alan Rice