

These minutes were approved on 5/18/16 by a vote of 4-0.

Planning Board Minutes  
Ashfield Town Hall  
May 4, 2016

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

Absent:

Guests:

The meeting was called to order at 7:34 PM.

1. Board reviewed minutes from April 21, 2016. KM moved to approve minutes as amended, AR seconded. JC abstained from voting as he was absent from the previous meeting. Vote was 4-0-1, motion carried.
2. LPW moved to revise minutes from April 6, 2016, specifically section II.1, to clarify that Teri Rutherford said that clients are only allowed to depart from the lower driveway, not that they were only allowed to park there. AR seconded. All in favor, 5-0, motion carried.
3. An illegible copy of the notice of Gloria Pacosa's Special Permit was rejected by the Franklin County Registry of Deeds. Town Clerk Ann Dunne made a new copy and sent it the Board, for MF and AR signatures. The signed copy was returned to Ann for her sign-off.
4. AR reported on administrative business. When looking on the Town website, AR found the Planning Board bylaws on the ZBA's webpage, and will contact the webmaster to correct this. AR also discovered that the section of the bylaws regarding photovoltaic facilities was located in the middle of Section VII (Special Permitting), when it should be located in Section VI.G (Use Regulations). Town Clerk Ann Dunne and AR will look over the bylaws and correct them.
5. Board reviewed mail from Geoinsight regarding a deed restriction on Nolans Neighbors due to residual underground petroleum.
6. Board reviewed the senior housing survey. Board revised the language of the opening paragraph and some of the questions to better reflect the goals of the survey. MB will add a section to the hard copy of the survey about options for submittal. Boxes for survey participants to return completed surveys will be located as Belding Memorial Library, Town Hall, and Nolan's Neighbors. An option will also be included for participants to mail surveys back to the Board, or

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online. LPW will begin creating an online Google Survey version. JC will contact David Kulp, the editor of the Ashfield News, regarding a notice in the newspaper.

7. AR updated the Board on recent work with the Town's Open Space and Recreation Plan (OSRP). AR noted that the OSRP Committee has representatives from many Town boards, commissions, and committees. The OSRP Committee's next meeting is June 23, 2016 and will be open to the public, for input. The revised OSRP will have additional language on new and current topics, as well as revisions to existing mapping.
8. KM moved to adjourn the meeting, JC seconded. All in favor, 5-0, motion carried.

Meeting was adjourned at 9:27 PM.

Respectfully submitted,  
Meghan Bowen