

**Planning Board
Meeting Minutes of July 3, 2013
Ashfield Town Hall**

Present: Michael Fitzgerald, Chair (MF)
Sarah Holbrook (SH)
Alan Rice (AR)
Ken Miller (KM)
Brittany Martin, Scribe (BM)

Absent: Lauren Preston-Wells (LPW)

The meeting is called to order at 7:36pm.

1. Planning Board reviews minutes from June 19, 2013 meeting. SH moves to accept the minutes as amended, AR seconds and all vote in favor. Vote is unanimous.
2. AR gives the Planning Board an update on the 5 Year Action Plan. AR states that Plans for each Board/Commission are edited except for the Agricultural Commission because they didn't meet in June and AR doesn't expect any changes. AR sent the Select Board a draft of what was needed to update their Plan, he attended their Board meeting on Monday, July 1, 2013, they went through each item on their Plan. AR stated that the Select Board was favorable of the idea to explore shifting the gravel pit licensing authority to other Boards as appropriate. AR asked that the Select Board send all revisions to their Plan to him by July 17, 2013. Ron Coler requested a meeting with AR because he is unable to attend the next Select Board meeting and wanted to have input in the revisions. The two met and discussed the Plan. AR stated that the town needs to get sign offs from the Select Board, Planning Board and FRCOG for the revised Open Space and Recreation Plan and would like to get sign off letters from as many boards/commissions as possible before submitting the revised Plan.
3. Planning Board discusses Senior Housing and reviews the Draft By-law currently in progress.
4. SH motions to adjourn the meeting, AR seconds and all vote in favor.

Meeting adjourns at 9:21pm.

Respectfully submitted,
Brittany Martin, Scribe

Documents and Exhibits (Filed at the Ashfield Town Hall)

1. Planning Board updated 5 Year Action Plan
2. Senior Housing Draft By-law