

**Ashfield Planning Board
Minutes of August 6, 2009**

Members Present: Michael Fitzgerald, Chairperson (MF)
Chris Farley (CF)
Sarah Holbrook (SH)
Judy Haupt (JH)

Others Present: Wendy Sweetser

The meeting is called to order at 7:35 pm.

1. Board reviews the mail.
2. Board review and accepts the July 2, 2009 meeting minutes as amended.
3. Board meets with Wendy Sweetser, Director of Highland Communities Initiative, to review the AFD as well as to discuss several new HCI offerings. Ms. Sweetser explains that HCI is launching a new two-year “green” development bylaw drafting and marketing process. Participating towns, with the help of HCI and PVPC, will learn how best to “market” their documents to their town’s constituents. It is mentioned that some visual product would really help with presenting the AFD to the town. MF inquires about applying for a HCI mini-grant to create a visual/ mapping to help illustrate the AFD. W. Sweetser states that that type of project would be appropriate for one of their grants.

In regards to the AFD, Ms. Sweetser suggests calculating the points that could be earned in Section E, Bonus Incentives to see potential outcomes. She also cautions against using the word “cluster” in the document.

Wendy Sweetser mentions that the Trustees of Reservation will be converting the old caretaker’s house on the Bullitt property into office/ educational programming space. She asks for advice on how to proceed with the renovation process and if a special permit will be needed. The Board advises that she speak with Jim Hawkins.

Ms. Sweetser mentions that the HCI will be holding their conference in Ashfield this year on September 12, 2009 and encourages the Board to attend.

4. The Board discusses how to proceed with the AFD and determines it is necessary to compare it with Ashfield’s subdivision document. CF offers to email the Board a copy of W. Feiden’s commentary about Ashfield’s subdivision document.

The meeting ends at 9:05 pm.

Respectfully submitted,
Barb Sussbauer

2/9/2010