

Chesterfield Planning Board Minutes
Monday, March 4th, 2024
Meeting at the Chesterfield Community Center, 400 Main Road

The Planning Board meeting was called to order at 7:00pm by George Sturtevant.

Members Present: George Sturtevant (Chair), Eileen McGowan, Fred Drake, Dan Henshaw, Mark Klitzke, Sarah Hamilton

Members Not Present: Jack Lyons

Recorder of Minutes: Nancy Doucette

Minutes:

Chair Sturtevant announced that he had sent two emails to the Town Administrator, asking if the Planning Board needed to do anything specific at the Special Town Meeting on March 26th regarding the cannabis bylaw amendment. The second email asked for a response before the March 4th Planning Board meeting, but no response was received. Ms. Hamilton volunteered to write a paragraph summary that could be read at the meeting, including the context that these changes came out of a citizen's petition at the last Annual Town Meeting.

Ms. Hamilton noted that the Special Town Meeting had been advertised on the town signs a few weeks ago, but has since been removed. She added that the Town Clerk mentioned something about waiting to hear from town counsel. Currently, the meeting appears on the Town website's calendar with just a date and time listed, and no contextual information. Mr. Henshaw confirmed that a special town meeting would need to be advertised at least 2 weeks in advance, which would be no later than March 12th.

Review of Meeting Minutes from February 5th, 2024

Ms. Hamilton provided paper copies of the notes with her edits. Chair Sturtevant noted that he did request that the March 11th public hearing be advertised via robo calls and the town signs on Route 143, as he had agreed to do in the February meeting.

Ms. McGowan moved to accept the minutes as amended. Mr. Klitzke seconded. All voted in favor.

Preparation for Public Hearing re: Wireless Communications Bylaw Change

Chair Sturtevant will give an overview at the start of the meeting, as he did for the public hearing for the cannabis bylaw amendment, making it clear that the meeting was to listen to public comments but that the Planning Board would not be responding to those comments in the meeting. Each participant will have up to 5 minutes to give their comments. Mr. Klitzke pointed out that in the last public hearing, the meeting was held open for a period of time to allow for the possibility of late attendees. He suggested formalizing that in the upcoming

hearing by letting attendees know that the meeting would be held open for 10 minutes after the last person spoke.

In advance of the hearing, Ms. McGowan will confirm that Dee Cinner will bring handouts as well as the large map and easel, and that Ms. Cinner will explain the proposed change to the public. Ms. McGowan also volunteered to read aloud at the meeting, after attendees gave their comments, any letters that were received prior to the meeting. One letter had submitted so far, and Mr. Drake will continue to forward any others to the Planning Board when received.

The idea of discussing the Planning Board's stance on the bylaw change immediately following the conclusion of the public hearing, time permitting, was considered and dismissed. It was agreed that discussing it at the April 1st meeting allowed plenty of time for the public process, and that there was benefit to allowing Planning Board members time to digest the feedback.

Mr. Klitzke reminded everyone that all of the public comments have equal weight, regardless of who is making the comment. Comments from land owners, abutters, elected officials, people with a degree in history, or anyone else should all be weighted the same.

Ms. Doucette will record the meeting and draft the minutes.

DLTA Award for Review of Zoning

The Planning Board received grant funding from the Pioneer Valley Planning Commission (PVPC) for District Local Technical Assistance (DLTA) funding, as requested for the proposed "Catalyst for Master Plan: Review of Zoning Compliance with State Mandates and Current Zoning Practices in Small, Rural Towns".

The award is for \$10,000 and gets paid directly from the state to PVPC, who will be performing the work. PVPC will let the Planning Board know when they have received the funds and are ready to begin. No timeline was provided, but the representative of the PVPC did say "soon;" Ms. McGowan will follow up for more details about a timeline. The Select Board was notified of the grant award. Mr. Drake asked if the Select Board need to approve the money, but they do not.

Report from Winter Fun Festival

Ms. McGowan and Ms. Hamilton represented the Planning Board at the Winter Fun Festival, hosted by the Municipal Vulnerability Preparedness (MVP) Steering Committee. There was a large turnout for the event, including a lot of families with children. There was a bonfire, a band, horse carriage rides, food from the Chesterfield General Store, and a raffle. In order to enter the raffle, participants had to have their card signed at each of the tables present, which encouraged their engagement. A couple of people expressed interest in running for the Planning Board.

Housekeeping

There was no physical mail. An emailed letter with comments for the public hearing had already been forwarded to Planning Board members.

The next meeting will be held on Monday, April 1st, 2024 at 7:00pm at the Chesterfield Community Center.

Ms. Hamilton made a motion to adjourn the meeting, which was seconded by Mr. Klitzke. All voted in favor. The meeting was adjourned at 7:32pm.

Date Approved 04/01/24

Approved By (sign)  Print Name George R Sturges