Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ November 1, 2022

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, November 1, at 6:30 p.m.

Present: John Wheeler

Will Flanders

 Tricia Yacovone-Biagi

 Rick LaPierre

Administrative Assistant: Faye Whitney

Guests: None

Absent: Seth Wilschutz

The meeting was called to order at 6:32 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Will, seconded by Rick, to approve the minutes of October 18. Roll call vote: Will – aye; Rick – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

A discussion was held on the Findings portion of the 4 Pleasant Street LLC decision. A motion was made by Will, seconded by Tricia, to adopt the Findings as listed in the decision. Roll call vote: Will – aye; Rick – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

A motion was made by Rick, seconded by Will, to accept the decision for 4 Pleasant Street LLC. Roll call vote: Will – aye; Rick – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

**Mail**

Notices from Greenfield and Deerfield.

**ANR Plans/Subdivision**

None

**Zoning Relief/Special Permit Applications**

None

**Appointments –**

None

**OLD BUSINESS**

**CPA** – The town will vote on this next week. If approved, the process for creating a committee will go to Annual Town Meeting next spring.

**Master Plan/Economic Development –** The Master Plan is supposed to be a guide for the Planning Board. The current plan is at least 20 years old and should be updated. FRCOG may have grants that could help with it.

**Resilience/MVP Update** – It is thought that a MVP grant, if received, could be used to help update the environmental portion of the Master Plan. Will and Tricia hope to come up with a project for MVP to identify. Rick said he had studied town and state lists of Planning Board duties and felt the Board was doing more than it should. He had also studied the MVP grant process and found that the requirements for grant applications were very strict and that the grant was supposed to come from the Selectboard not the Planning Board. Will said he had spoken with Town Administrator Terry Narkewicz and since no one at Town Hall had the time to investigate such grants, the Planning Board was given the task. Will said he takes a broader view of the duties of the Planning Board. Will thought a MVP grant could eventually be used to revise the entire Master Plan. The first step is getting a grant for making a plan. A subsequent grant would be used to carry out the plan. Will suggested asking the Selectboard if they want a MVP grant and if so perhaps a committee could be formed to work on an application. Will is to contact Andrew Smith to see if a MVP grant could be used for a Master Plan. The Town of Montague, who used MVP funds for a Master Plan should also be contacted and FRCOG should be asked if it has ideas how a MVP grant could be used for a Master Plan.

**Sign Bylaws** – Nothing new to report.

**Tag Sale/Flea Market /Event Bylaw** – This item will be removed from the agenda for future meetings

**NEW BUSINESS**

**ANR Plan Distribution** – Buckland sends copies of ANR plans and Special Permit applications to fire, police, and highway departments. Might Shelburne want to do the same and should it be for just Planning Board applications or ZBA applications as well. It was decided that only Planning Board applications should go to emergency services and only informally, on an as-needed basis.

**Committee and Regional Project Updates**

Nothing new.

**News Notes**

Nothing new.

**Other business not reasonably foreseen 48 hours prior to the meeting**

None

**Public Comments**

None, but it was suggested that parameters for comments should be established.

**Schedule Next Meeting**

The next meeting will be on November 15, at 6:30 p.m.

At 7:40 p.m. a motion to adjourn the meeting was made by Will and seconded by Tricia. Roll call vote: Will – aye; Tricia – aye; Rick – aye; John – abstain. Motion passed 3-0-1.

Respectfully submitted,

Faye Whitney

Administrative Assistant

**List of Documents:**

Notices from Greenfield and Deerfield