Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ October 3, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, October 3, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Faith Williams

Seth Wilschutz

Absent: Tricia Yacovone-Biagi

Administrative Assistant: Absent

Guests: None

The meeting was called to order at 6:30 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Will, seconded by Faith, to approve the minutes of September 5. Roll call vote: Will – aye; Faith – aye; John – aye; Seth – aye. Motion passed 4-0-0.

**Mail, Memos, and Other Correspondence –** There was no mail. Faith said she would check for mail when she is at Town Hall and pass it on to others if it was pertinent.

**Appointments –** None.

**ANR Plans/Subdivision** – None.

**Zoning Relief/Special Permit Applications** – None.

**OLD BUSINESS**

**Bylaw Update** – Nothing new to report.

**Administrative Assistant Search –** The posting through Indeed resulted in 10 resumes, some from a long way away. The board thought it was best to hire someone local. John and Faye will go over the resumes to see if there are candidates to be interviewed. The rest of the board may want to give input if the candidates are narrowed down. Faith found the Indeed ad and shared it with the board. Faye is willing to help until her replacement is hired.

**MVP Planning Grant** – A listening session has been scheduled for October 23 during a Selectboard meeting.

**Cannabis Control Commission Public Hearing** – Tricia had asked to have this on the agenda. It is not known if she attended the hearing

**NEW BUSINESS**

**Food Truck Bylaw** – John noted that this had been mentioned at a Selectboard meeting. Without a bylaw food trucks could park anywhere as there are no restrictions on them. Will thought the Selectboard and ZBA should be asked if they want the Planning Board to take any action on this. John will check with the Selectboard. Faith thought the board should look into it and suggested looking at the Amherst and Greenfield bylaws. Will said the board is already working on a storm water bylaw and didn’t want to regulate something that wasn’t a problem.

**Committee and Regional Project Updates –** The Open Space Committee is finalizing its updated Open Space and Recreation Plan.

John attended the Franklin Regional Planning Committee meeting. A quorum was not present so no votes could be taken. John said that Planning Director Peggy Sloan has retired as of October 1 and Jessica Atwood will be the new Planning Director. FRCOG has received a grant for municipalities or individuals to clean up brownfields. The grant would cover testing and planning. It was thought that Shelburne might use it for the Mayhew property on Deerfield Avenue. This information will be passed on to the Selectboard. The planning committee also talked about expanding public transportation further into West County. There was also a presentation on affordable housing, which is a county-wide problem. Will wondered if there was a way to build on a program that Greenfield has to make tax title or foreclosure properties into affordable housing and help people to keep their homes. Faith agreed to look into how this might work in Shelburne.

At the MVP meeting Will heard of a map showing areas that would be flooded if the Harriman Dam should break. It was agreed that it would be useful to have a copy of that map.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– None.

**Public Comments –** None.

**Schedule Next Meeting** – The next meeting will be on November 7, at 6:30 p.m.

At 7:15 p.m. a motion to adjourn the meeting was made by Will and seconded by Faith. Roll call vote: Will – aye; Faith – aye; John – aye; Seth – aye. Motion passed 4-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant