

Town of Sheffield
Planning Board
Wednesday, August 12, 2020 at 7pm
Virtual Meeting

Planning Board Members Present:

Ken Smith, Chairman
George Oleen
Caitlin M. McNeil; 7:03pm
Dale Martin
Sari Hoy; 7:04pm

Members of the Public: Mike Parsons; Kelly, Granger & Parsons

Chairman K. Smith called the virtual meeting to order at 7:00pm. Rene Wood took the minutes.

ANR Requests: Rosemarie Wright; 500 Salisbury Road

Mike Parson, Kelly, Granger & Parsons presented the Form A. 36 acres of land on north side of Salisbury Road. Form A request will create a 13.78 parcel with 230' of frontage; after proposed division will have 475' of road frontage and about 22 acres remaining. G. Oleen abstained from discussion and vote due to an in-law relationship. S. Hoy abstained as she joined the meeting after M. Parson's presentation. No board member questions.

On a motion by D. Martin, seconded by C.M. McNeil, and a roll call vote of 3-0-2 with G. Oleen and S. Hoy abstaining, the Board accepted the Form A as presented. Chairman Smith will get the mylar and forms for signature.

Discussion of 5G Installations By-Law Change: C. M. McNeil met with Nina Anderson and S. Hoy & C. M. McNeil met with her again this evening. Several items need clarification, such as bond requirements. Feel they should be ready for next Board meeting. No date set for Special Town Meeting. C. M. McNeil not available 9/9 but likely for 9/23.

Discussion regarding Special Permit Checklists for Zoning Enforcement Officer: Chairman Smith discussed a need that has arisen regarding the Zoning Enforcement Officer (ZEO) and other inspection services regarding the Large Scale Solar facility on Home Road as well as Autobahn Mechanics. For Autobahn the matter is no fence around property, which was a specific requirement of the usage they applied under. No cars or tires should be seen from any adjacent property. G. Oleen added that per the Special Permit, only so many vehicles were allowed on the site. Discussion ensued that Autobahn has moved all their business down from Great Barrington. There are many items in the Zoning By-laws that are inherent requirements to be met, besides those specified as Special Permit conditions. Development of checklists was brought, to list these inherent as well as specified requirements/conditions, for the ZEO and others to have to check off before issuing their building or other, such as electrical, permits. G. Oleen brought up the checklist done a few months ago; K. Smith said this was done for Marijuana applicants but not for ZEO/inspectors. D. Martin spoke of gap in knowledge on the part of wiring

inspector; separate permits and gaps between various persons involved in the process after the Planning Board issues a Special Permit. S. Hoy spoke of standard procedures/criteria with additional specific criteria/conditions for each Special Permit as needed. These checklists would close these potential knowledge gaps. D. Martin brought up the issue of the performance bond for removal, such as a cell tower, and how long the timeframe there is before a required demolition may be done. The possible need to add this to marijuana and solar by-laws was discussed; in the marijuana zoning by-laws, the ZEO is to give the owner 45 days written notice of demolition. There was a question of recycling materials from a possible demolition. Chairman Smith volunteered to work on the checklists.

Approval of Meeting Minutes: Chairman Smith asked for comments on the minutes of 7/8/20. *On a motion by C. M. McNeil, seconded by G. Oleen, and a roll call vote of 4-0-1, with D. Martin abstaining, the Board accepted the minutes as presented.*

Board Member Items:

G. Oleen: In-person meetings, with the public able to be at the meeting, was brought up. Noted, that as an elected Board, they should be able to set their own meeting time and place. Has been brought up with Rhonda LaBombard, who has said there are no public meetings permitted. Procured technology that ties into blue-tooth, was discussed. Discussion of technology available and navigating public ability to participate was added to by several Board members. Board discontent is high. G. Oleen brought up again issue of an elected board vs. appointed board, especially if in-persons meetings were held on Town property. R. Wood updated the Board on the Select Board's current position and volunteered to take this request for live meetings to the Select Board on 9/13. (Great Barrington cited as well as other towns.) She also reminded Board members that the public may submit written comments on any item coming before the Board.

S. Hoy: Commented on the Agenda brevity and the need for understanding what the Board would be discussing. Chairman Smith noted this was on the meeting meetings not the Agenda. Discussed ensued on this item.

G. Oleen: What was outcome of the meeting between the Select Board, Chairman Smith and Navisun regarding the solar field on Home Road? Chairman Smith went over details including the need for a new electrical permit and requirement for field to be mowed before the electrical inspector would do any inspections. Building Inspector has more work to do and Chairman Smith went over tree vendor, tree labor and installation requirements and deadlines. Navisun was notified that cease and desist may be issued by the ZEO, if do not meet requirements as stated.

C. M. McNeil: Wants Planning Board meeting minutes to be posted on website; Planning Board minutes have not been posted since May 27. This needs to be done. Discussion ensued and R. Wood volunteered to bring this to the Select Board's attention at its meeting on 9/13/20.

Public Inquiries: None

Next meeting: September 9th at 7pm.

Board Adjournment: *On a motion by G. Oleen, seconded by C. M. McNeil, and unanimously approved 5-0 on a roll call vote, the Board adjourned at 7:52pm.*

Respectfully submitted,
Rene Wood

A handwritten signature in cursive script, appearing to read "Rene Wood", written in dark ink.

Meeting Materials:

Meeting Notice/Agenda for August 12, 2020

ANR application; R. Wright, 500 Salisbury Road

Planning Board minutes for July 8, 2020