

**TOWN OF SHEFFIELD
PLANNING BOARD
OCTOBER 14, 2020
TOWN PARK PAVILION & VIRTUAL MEETING
7:00 PM**

Board Members Present: Kenneth Smith, Chairman
 George Oleen
 Sari Hoy
 Caitlin Marsden McNeill

Board Members Absent: Dale Martin

Others Present: Jill Hughes, Assistant to Town Administrator
 Nina Anderson

Chairman Smith called the meeting to order at 7:00 PM.

ANR Requests: None.

Discussion on 5G Installation Bylaw Change: C. Marsden McNeill stated that she worked with Sari Hoy and Nina Anderson on the changes to the 5G Installation Bylaw. Nina Anderson reviewed the changes with the Board. The Board suggested several changes to be made. Nina Anderson agreed to make those changes for review and discussion at the next meeting.

Discussion regarding Special Permit Checklists for Zoning Enforcement Officer: Chairman Smith stated that at the last meeting the Board decided to add a sentence to the bottom of both checklists. The Board reviewed the final document. Chairman Smith stated that he will work with Jill Hughes to get those in place.

Approval of Minutes: The Board reviewed the draft meeting minutes of September 23, 2020. **G. Oleen motioned, with a second from S. Hoy to approve the September 23, 2020 minutes as written. The motion carried 3-0, C. Marsden McNeill abstained from the vote.**

Board Member Items: G. Oleen inquired about the screening around the Autobahn property on North Main Street. Chairman Smith stated that he will talk to the Building Inspector about it.

Chairman Smith stated that he participated in the Berkshire Regional Planning Commission meeting and there was nothing significant to report.

Chairman Smith discussed Canna Provisions and Nova Farms and the change of ownership that has taken place. He stated that he will reach out to the Town Administrator.

Public Inquiries: None.

There being no more business before the Board this evening. *G. Oleen motioned, with a second from C. Marsden McNeill to adjourn the meeting. The motion carried 4-0.*

Chairman Smith adjourned the meeting at 7:53 PM.

Respectfully submitted by:



Jill Hughes

Assistant to Town Administrator

Documents reviewed at the meeting:

Draft meeting minutes

Draft Special Permit Checklists for Zoning Enforcement Officer

Draft 5G Installation Bylaw