

**TOWN OF SHEFFIELD  
PLANNING BOARD  
JANUARY 11, 2017  
FIRST FLOOR MEETING ROOM  
7:00 PM**

Board Members Present: James T. Collingwood Jr., Chairman  
George Oleen  
Kenneth Smith  
Marie Massini-Reynolds

Others Present: Members of the Public (see sign in sheet)

Chairman Collingwood called the meeting to order at 7:00 p.m.

**Form A Requests:** There were no Form A requests.

**FY2018 Annual Budget:** The Board reviewed and discussed their proposed budget for FY2018. *M. Massini-Reynolds motioned, with a second from K. Smith to approve \$5,400.00 for their FY2018 budget. The motion passed 4-0.*

**Approval of Minutes:** The Board reviewed draft meeting minutes of November 9, 2016. *K. Smith motioned, with a second from M. Massini-Reynolds to approve the November 9, 2016 minutes as written. The motion passed 3-0. G. Oleen did not vote because he was not present at the meeting.*

The Board reviewed draft meeting minutes of December 14, 2016. *G. Oleen motioned, with a second from K. Smith to approve the December 14, 2016 minutes as written. The motion passed 3-0. M. Massini-Reynolds did not vote because she was not present at the meeting.*

**Discussion on Zoning Bylaws-Commercial Airfield:** Chairman Collingwood explained that the Board previously voted to pursue removing Commercial Airfield from the Table of Use in the Zoning Bylaws, since the town has no jurisdiction over it. Susan Butler asked if the FAA would allow the town to remove it from the Bylaws. Chairman Collingwood answered that it's a Town Bylaw. Discussion ensued about the Board preparing a draft of the change so they can have a public hearing and be ready to present at Town Meeting. The due date for the warrant is March 20<sup>th</sup>.

**Discussion on MGL Chapter 39 Section 23D:** Chairman Collingwood stated that this matter was brought up at the BRPC training he attended. The Board reviewed and discussed Section 23D which allows the alternate member of a board to participate in a public hearing when there is a member absent. Chairman Collingwood explained that there is a Town Bylaw that does not allow the alternate member to participate in a regular meeting. A discussion ensued about whether the Board had any interest in changing the Bylaw. K. Smith asked if it impacted all boards. Chairman Collingwood thought it was only the Planning Board. G. Oleen suggested they talk to the other boards. Chairman Collingwood will research further and discuss at a later date.

**Review Mail:** The Board reviewed the following:

- The Board reviewed a copy of their annual report from last year. It was the consensus of the Board that Chairman Collingwood work with their recording secretary to write the 2016 annual report for the Board.
- Chairman Collingwood read a December 29, 2016 letter from Susan and Robert Butler asking to be placed on the meeting agenda. The Butlers were present in the audience and were invited to speak under public comment. Susan Butler stated that she wanted to talk about Chapter 39 paragraph 4 and 5: private airstrips and heliports. She read a brief statement about Senator Tarr's proposed bill, which should be available next week. Mrs. Butler suggested the Board contact Representative William "Smitty" Pignatelli and Senator Hinds to sign on or sponsor the Tarr bill. K. Smith asked Mrs. Butler if she was looking for the Board to support the proposed bill. She answered yes. K. Smith thought it would be better if she got the support of the people. Mrs. Butler stated that she was told to contact the Planning Board and the Board of Selectmen and have them contact the politicians. A discussion ensued. Mrs. Butler asked the Board if she could attend their January 25<sup>th</sup> meeting and give the Board a copy of the Senator Tarr's proposed bill. Chairman Collingwood said yes.
- Notice of public hearing from the Town of Great Barrington Select Board regarding a Special Permit application of Berkshire Aviation Enterprises, Inc., property at 70 Egremont Plain Road.
- Notice of public hearing from the Great Barrington Zoning Board of Appeals regarding an appeal of Kearsarge Energy LLP, property on West Plain Road.
- Notice of public hearing from the Great Barrington Zoning Board of Appeals regarding a Special Permit application of Berkshire Aviation Enterprises, Inc., property at 70 Egremont Plain Road.
- Letter from Board of Selectmen appointing David Smith, Sr. as the Planning Board Alternate Member.
- Notice of public hearing from the Sheffield Zoning Board of Appeals regarding a Special Permit application of Jacquier Welding, property at 79 Clayton Road.
- Notice of public hearing from the Sheffield Zoning Board of Appeals regarding a Special Permit application of B. Allyn Properties, property at 79 Clayton Road.

**Bills Pending:** The Board had no bills to approve.

**M. Massini-Reynolds motioned, with a second from G. Oleen to adjourn the meeting. The motion passed 4-0.**

The meeting adjourned at 7:35 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Sign in sheet, Draft 11/9/16 and 12/14/16 meeting minutes, FY2018 budget packet, Notices from the Town of Great Barrington & Sheffield, MGL Chapter 39, Section 23D, Letter from Susan & Robert Butler.

Respectfully submitted by:

  
Jill Hughes  
Recording Secretary

## Sheffield Planning Board

Date: January 11, 2017

Name – PLEASE PRINT

Street, Town

1. SUSAN BURR 481 STAMPERS ROAD
2. ROBERT BURR 481 STAMPERS ROAD
3. Alice Maylin 348 Hulet Hill Rd.
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