

New Marlborough Planning Board

May 1, 2013 Minutes

The meeting was called to order at 7:00 p.m. The Planning Board members Jamie Mullen, Chair, Patricia Hardyman, Vice-Chair, Holly Morse, Charlie Parton and Judy Hattendorf were in attendance.

- The minutes from the 4/3/13 PB meeting were approved with minor corrections.
- Jamie Mullen presented a “special permit” request from J. Edward (Ned) Odegaard of 208 Norfolk Road, Southfield regarding a “change of use to B + M” for a portion of the woodshop space within the Whip Factory. The blueprints provided did not specify to what “B + M” referred or the building codes involved. Therefore; further clarification will be required before approval. Charlie Parton offered to contact Ned Odegaard. The PB meeting on May 15th provides sufficient time for PB to comment before the hearing scheduled for May 20th.
- Jamie Mullen presented a request submitted by the Finance Committee to complete a projected 5 year Capital Expense Budget form for years 2015 through 2019. Patricia and Holly proposed that we include a flat file to house maps as well as a file to house hardcopy PB legal documents. A \$1,000 capital expense request was prepared and submitted.
- An ensuing discussion arose regarding the need to organize and maintain the current legal PB documents. It was suggested that the PB utilize the services provided by the Senior Work-off Process in which Prudence Spalding would contact a willing senior to organize the current maps and documents. It was suggested that the cabinet containing the historical scale be moved to the auditorium with the other NM Town artifacts in order to have easy access to PB legal documents. The issue will be discussed further after the Special Town Meeting on May 28th.
- Jamie Mullen requested clarification of the PB’s decision-making process regarding drive through banks. The most recently updated proposed Protective Bylaws/Table of Permitted Uses do not allow for drive through banks. Jaime questioned whether or not it would be perceived that the PB was “anti-business”. The remaining Board members concurred that any business that included a drive through structure would be objectionable to the community at large. It was agreed that there would be no changes to the Table of Permitted Uses relative to drive throughs.
- Preparation for NM Special Town Meeting May 28th at 7PM:
 - Patricia Hardyman requested the final revised maps to be included with the proposed revised Protective Bylaws. Jamie will follow up with Mark Malloy of Regional Planning to transmit the map files electronically to Patricia.
 - Patricia will submit the most recent proposed Protective Bylaw revisions/maps to the Select Board including maps for its’ review. This document and the recommendation to the Select Board for a special town meeting will be sent by email through Kathy Chretien and Mike Skorput with a request for acknowledgement of receipt.
 - Jamie requested that Brian Domina provide the language for the Public Hearing announcements – specifically for the certified letters to the Massachusetts Department of Housing & Community Development, BRPC and the Planning Boards of abutting towns of Monterey, Sandisfield, Sheffield and Great Barrington. Holly will send the documents.
 - Jamie will contact the Berkshire Record regarding the 2 week notice of the May 28th, NM Special Town Meeting.
 - Charlie Parton offered to stuff and mail the letters to the village residents with the help of Teena Parton.
 - Notice will be posted on Town Hall and Library bulletin boards and Maggie’s List.
 - It was agreed that 15 copies of the proposed Protective Bylaws revisions and maps be available to attendees for the May 28th Special Town Meeting.
- The meeting was adjourned at 8:45PM.

Submitted by Judy Hattendorf
Acting as Secretary