

**NORTHFIELD PLANNING BOARD
THURSDAY, JULY 27, 2023
REGULAR MEETING
REMOTE MEETING VIA ZOOM
MEETING MINUTES**

Members Present: Chair Stephen Seredynski (SS), Meg Riordan (MR), Tammy Pelletier (TP), Michele Wood (MW)

Members Absent: Joe Graveline

Members of the Press: none

Others in Attendance: Sarah Kerns, Hastings (may be Howard and/or Virginia), Candace Loughrey
(*note: Ms. Loughrey arrived at the meeting where indicated in the minutes*).

Please note, because of Zoom's participation structure, attendance may be incomplete.

I. CALL TO ORDER

Chair SS called the meeting to order at 4:00pm.

II. ESTABLISH A QUORUM

SS announced a quorum has been met.

MR shared a document showing the Planning Board's agenda for this meeting.

III. ANR SUBMISSION CANDACE LOUGHREY

MR shared a document: Ms. Loughrey's ANR application. MR noted she had emailed Ms. Loughrey's application to all Planning Board members. MW said she did not receive it.

MR shared an additional document that is part of Ms. Loughrey's ANR application: the property map for 94 Old Turnpike Road.

SS explained that Ms. Loughrey wants to give a piece of her property to her abutting neighbor, Theodore J. Lapinski. This transaction will neither create a buildable lot nor contain any frontage. It is a very straightforward request.

Ms. Loughrey joined the meeting.

MOTION BY MW TO APPROVE THE ANR OF CANDACE LOUGHREY. TP SECONDED.

ROLL CALL VOTE:

MR YEA

TP YEA

MW YEA

MOTION CARRIED UNANIMOUSLY.

SS explained that all Planning Board members must sign the blueprints; they will be in the room across the hall from the Town Clerk's office. Then, once all Planning Board members have signed the blueprints, the applicant takes them to the registry.

MW asked why the Planning Board meetings are all held remotely. SS responded: this began during lockdown, and it has continued because it is more convenient for Planning Board members.

MW said having meetings in-person would make it more convenient for her to sign the blueprints.

SS said all Planning Board members can go to the Town Offices and sign the documents at their leisure.

MR noted Ms. Loughrey's ANR application has been approved.

IV. APPROVE MINUTES OF 4/12/2023

SS noted that because MW was not in attendance at the April 12 meeting, she will abstain from voting.

MOTION BY TP TO APPROVE THE MINUTES OF 4/12/2023. MR SECONDED.

ROLL CALL VOTE:

MR YEA

TP YEA

SS YEA

MOTION CARRIED UNANIMOUSLY.

V. APPROVE TAMMY PELLETIER AS PLANNING BOARD REPRESENTATIVE ON THE CPC

A discussion ensued — for MW's benefit, as she is a new Planning Board member — on the role of the Planning Board representative to the CPC. TP explained the CPC's work reviewing funding applications, which are then sent to Town Meeting for their approval. TP noted most of the CPC's work takes place in the autumn, when the funding applications arrive. SS explained that all standing committees send a representative to the CPC.

MW asked if this item could be discussed. SS responded: yes; the Planning Board nominates someone, then members discuss and vote.

MOTION BY MR TO APPROVE TAMMY PELLETIER AS THE PLANNING BOARD REPRESENTATIVE TO THE CPC. SS SECONDED.

A discussion ensued.

MW asked if this item must be decided at this meeting. She said she did not realize this was what the agenda item was about, and she might be interested in serving as the Planning Board's representative to the CPC.

SS said that if MW had any questions about the agenda items, she could have notified him ahead of time.

MW said she would like to be considered as the Planning Board representative to the CPC.

SS said that because the meeting agenda did not indicate a possible motion to approve Michele Wood as the CPC representative, this cannot be voted on at this meeting. It will go on the next meeting's agenda.

TP said she would like to continue being the Planning Board's representative to the CPC.

SS said at the Planning Board meeting, they will have two candidates on which to vote.

THERE WAS NO VOTE ON THE MR MOTION.

VI. ANY BUSINESS NOT ANTICIPATED BY THE CHAIR 48 HOURS PRIOR

There was none.

VII. ADJOURN

MOTION BY MW TO ADJOURN. TP SECONDED.

ROLL CALL VOTE:

**MR YEA
TP YEA
MW YEA
SS YEA**

MOTION CARRIED UNANIMOUSLY.

The meeting was adjourned at 4:17pm.

Documents presented at this meeting:

- The meeting agenda.
- Candace Loughrey's ANR Application
- The property map for 94 Old Turnpike Road.

Respectfully submitted by Wendy M. Levy from minutes taken by Wendy M. Levy.

*Approved 9/27/2023
J. H. H.
Chair*