

**Charlemont Planning Board**  
**November 5, 2020 Draft Meeting Minutes**  
**Charlemont Fairgrounds**

Members Participating: Bob Nelson, Chair, Gisela Walker, Carlene Hayden, Bill Harker, Jim Sinclair

Call to Order

Planning Board Chair Bob Nelson called the meeting to order at 6:15 pm.

The Board had hoped to be able to meet indoors in the Fairgrounds office but could not get access and so we huddled on the bleachers with flashlights – oh the joys of being a public official! But we did have some birthday cake in honor of Bill Harker’s birthday the day before.

Approval of Minutes

Sinclair moved that the minutes for 10/15/2020 meeting be approved as written, Walker seconded. The minutes were approved unanimously.

Review/Revision of the Board’s Rules and Regulations

The main agenda point was the review of the above document that spells out the procedural requirements under which the Board operates. The Board went over the entire text and made changes where appropriate to create a draft document for a public hearing where it will be submitted for comments from the public.

CPTC Fall Workshops

The Board went over the various Fall programs offered.

The Board mentioned the upcoming Special Town Meeting on 11/14 and wondered whether Planning Board meetings in the School gym could be an option.

The next meeting on **November 19** will be an experiment with zoom. Outdoor meetings are no longer feasible and telephone meetings are frustrating to conduct when more than one or two members of the public participate. Walker agreed to provide Board members with a link and to ‘host’ the meeting.

Respectfully submitted by Gisela Walker

Documents reviewed in meeting:

- Rules and Regulations of the Planning Board
- List of fall CPTC workshops