

Charlemont Planning Board
November 17th, 2022 6:00 pm Meeting Minutes
Via conference call and in person, Town Hall

Members Participating: Bob Nelson, Lori Shulda-Merrigan, Colleen Champ, Andy Mueller
Others Participating: Star Atkeson, Bob Handsaker

Called to Order by B.Nelson at 6:03 p.m.

Other Discussion

Rules and regulations

- Bob Nelson went over his reading of G. Walker’s edits of Rules and Regulations since the last meeting there were a few pieces that needed to be filled in:
 1. Section 4.3, the “Clerk” role needs a description of duties.
 2. Very end of 10.5 regarding SPR application (that an alternate board member could sit in if they had attended all sessions of the hearing if a full board member was absent) was crossed out; need clarification on that.
- C.Champ suggested Clerk duties include working with Secretary and also reformatting the Bylaws; also wants to work on an archiving system.
- B.Nelson said that there were gaps in the Bylaws left for later insertions, as in the wireless section, and it would need a vote. There was logic to skip numbers.
- C.Champ has an understanding of documents that have number changes, as long as the content doesn’t change, feels it is not problematic.
- B.Nelson asked C.Champ (as Clerk) to write up some clerk duties that they can look at next meeting and then add to the rules and regulations.
- A.Mueller looking forward to having a system to be able to access and manage information.

APPOINTMENTS:

1. **6:15**
 - Bob Handsaker to discuss amending subdivision law to include town fiber in new roads and subdivisions.
 - B.Nelson acknowledges receipt of B.Handsaker’s email with new wording that B.Nelson finds reasonable to be added to the subdivision regulations
 - B.Handsaker suggests going through the bylaws and wherever services are listed to add Broadband.
 - If new Subdivision created, Town would like everyone to have access to broadband and want developers to pay for that. Sarah Reynolds was instructed to ask Town Counsel. Counsel recommends adding specific language in order to ensure that developers pay
 - B.Handsaker uses street lighting as example.

- Planning Board and B.Handsaker talk about using the regulations to “force” fiber when other things may not be forced in the future. Street lighting is forced unless you get a waiver from the Select Board.
- B.Handsaker wants to 1) extend broadband network along new roads and 2) provide enough capacity in system as a whole.
- There is an unknown in that aggregation boxes have a limited capacity. It is an “N+1” problem, one additional fiber would require the purchase of a \$50,000. box, and right now that is unknown.
- A.Mueller wants to know specifically if they can have a number. Wants to know where the capacity is at now as far as when they will need to buy another box. L.Shulda-Merrigan will look at RKG’s projections for population growth.
- B.Handsaker had the idea of averaging a cost per house of \$3-5,000.
- C.Champ suggests wording that includes broadband but is malleable for future technology.
- B.Handsaker explains that the fiber is municipally owned and that the town will want to protect its investment as it increases everyone’s property values
- A.Mueller said if trenches are open conduit can be added to trench, not a huge cost.
- A.Mueller asked if it would be all underground. B.Handsaker said he wouldn’t force it
- A.Mueller suggests being more specific about terms (class 1, 2 or 3) 10 lots, 4-9 lots or 3 or less. L.Shulda-Merrigan gives wording “all classes of subdivisions”
- A.Mueller wants to know how town will pay.
- B.Handsaker wants to amortize, over long run err towards actual cost of each house, move in favor of the estimate, what we think it will cost over N years. (\$3,000 per house.)
- A.Mueller wants an elaboration on embedding the cost of land, property and house, how will Charlemont collect money to subsidize fiber?
- B.Handsaker explains the costs, licensing poles is very expensive. Very expensive for one pole. Also splicing and testing, overall capacity, more equipment in town hall basement, carrying cost, insuring the network and doing maintenance each mile of plant, town has to take care of.
- B.Nelson thinks changes are reasonable. Next step would be for Peggy Sloan to integrate it into FRCOG, so we can have something to be voted on at next town meeting.
- There are two new subdivision road projects so it would be good to have the new language be prepared for that development.
- C.Champ asked if there is grant for road, will they plan to use grant money to pay for fiber or wait for developer? B.Handsaker said there is a lot of grant money available for Broadband and Sarah Reynolds would know if Charlemont was eligible for that.
- C.Champ asks to add to the next meeting’s Agenda to accept Bob’s language or present an alternative.
- L.Shulda- Merrigan suggested reading and approving the language now.
- Board is hoping to charge the Select Board’s DLTA money to pay for Peggy’s technical assistance and not the Planning Board’s.

- C.Champ discusses example of developer wanting to know the cost, the potential number of houses. C.Champ suggests a coming up with number that is a percentage.
- B.Handsaker comes back to \$3-5,000. per house, and will need to index with inflation.
- B.Handsaker gives example, if you are developer coming in creating 12 lots, will pay capacity for 20 connections.
- C.Champ suggests paying for full amount of inhabitants. Then it is the developer's risk, not the towns.
- B.Handsaker agrees it is homes, structures AND lots, trying to get at that.

Thoughts on Town Meeting

- B.Handsaker thought he could have moved it along a little faster but erred on the side of letting people have their say.
- B.Handsaker's takeaway was that he thought breaking it up in little sections was good, next time make Amendments in smaller sections with more context.
- There was consensus that there should be more context next time. (Being able to see the Amendments within the entirety of the bylaws)

ACTION ITEMS:

1. Review/Approve 11/03/2022 Meeting Minutes, Colleen initial 9/01 Minutes and 9/29 Minutes
 - The Board went over the minutes and read G.Walker's clarifying additions. S.Atkeson will edit those into the minutes for next meeting.
2. Go over Town Meeting Voted Amendments for Bylaw revisions to complete Form 7; as well as the final Defense of Solar Regulations materials to be given to Attorney General.
 - S.Atkeson got some clarification on how to prepare it and asked for C.Champ's help after meeting. Board asks S.Atkeson to email them copy of final voted-at-town meeting version of bylaws.
3. Appoint Charlemont Planning Board member to be FY23 representative to the Franklin County Regional Planning Board.
 - The Board questions who would be able to attend meetings. The thought is that the meeting conflicts with the current Planning Board Thursday schedule. They will research dates and put on the next meeting. It meets 6x a year, last meeting was November 3rd.

DISCUSSION TOPICS:

1. Mountain Road Extension requirements from PB for new build for new build
The Board discussed the road, it is subdivision road, 4 or 5 lots on the road, the person who would like to build, is at the end of the cul de sac. Whole extension needs to be raised and paved 18" according to the highway department for proper drainage. Highway wants trees cut and deeper ditches. Planning Board regulations are less than HWY dept.
 - A.Mueller confirms it is a subdivision road and there are rules which need to be met.
 - B.Nelson and A.Mueller and C.Champ will go on Saturday Nov. 19th 10:00 AM

- Board agrees that subdivision language is dated, hard to read, and should be revisited as well as the masterplan, but especially subdivision
- 2. Catch Colleen Champ up on previous meetings, get her thoughts on:
 - Meeting with Jay Healy re:Barn
 - The Board discuss the barn and possibilities, need to know if land is only thing under Agricultural Preservation Restriction (APR). Barn is not covered under APR. L.Shulda-Merrigan will double check.
 - FYI training funding available for specific Board Issue (subdivision regulations) or as a Board in general from CPTC and FRCOG
 - There are still CPTC webinars also Specific FRCOG training though CPTC, can hire someone directly. There are funds form Town Hall for that and DLTA funds for Peggy. L.Shulda-Merrigan will ask Sarah

REVIEW CORRESPONDENCE:

- FRCOG FY23 Representative to Franklin Regional Planning Board from the PB of the Town of Charlemont REVIEWED
- Abutting Town Notices (previously emailed) REVIEWED

NEXT MEETING December 1st 2022

B.Nelson motioned to adjourn at 7:54, seconded by L. Shulda-Merrigan, All in Favor.

Documents reviewed in meeting:

Agenda for November 3rd Meeting

Meeting Minutes of 10/06/2022

B.Handsaker's email dated 11/15/2022 with proposed subdivision wording

Hearing Notices:

Town of Buckland ZBA Notice of Public Hearing for Special Permit for ADU November 15th 6:30

Town of Florida Public Hearing for Special Permit for Verizon Wireless Monopole and Accessory buildings Nov 17 at 6:00 PM