

Charlemont Planning Board
October 17th, 2024, 6:00 PM Meeting Minutes
Via conference call and in person, Town Hall

Members Participating: Bob Nelson, Lori Shulda-Merrigan, Bill Harker

Members absent: Jennifer Mooney, Liz Bouyea,

Others Participating Star Atkeson, Jeff (Topstitch Upholstery)

Bob Nelson called the meeting to order at 6:05 PM.

6:00-6:15 Citizen's comments

Appointments:

6:00 Brian and Chris Dupree/ Stagecoach Auto, to review application for amendment of 1994 Special Permit, with addition of site plan.

- Not present at this meeting, as they were told on the phone that it wasn't necessary to submit the application in a meeting.

6:15 Jeff of Topstitch Custom Vinyl, 2071 Rte 2, preliminary meeting for new Special permit

- Jeff confirmed that his business was boat wrapping and upholstery. He will not be offering Boat storage as there was no demand for it.
- The board spoke about the signs in the field. Jeff had put them out for a time as there was a busy period on Rte. 2, and then he pulled them back.
- Jeff asked if a feather flag was okay. He does not plan to have a sign by the road in the near future. The Board said they had permitted feather flags in the past with the tubing companies.
- Jeff said he didn't think he could get a letter from the property owner for the new special permit, as the owner would probably be too busy to send a letter. He said that he was family, paid rent and maintained properties for the property owner. Bob acknowledged that if he can't get a letter, then he can't get a letter.
- The Board went over the criteria for a special permit that they could waive. He may use and mark up the map from the original permit.
- The Board reduced the Special Permit fee to \$50.

7:00 Wendell Rheinheimer, ANR at 225 Avery Brook Road

Wendell's appointment is rescheduled for October 24th, 2024 when there will be a quorum that can vote on ANRs.

7:20 Sarah Reynolds to discuss grant received to help with Master Plan update

Sarah let the Board know that she got awarded a grant to hire a consultant to help the Planning Board update the Master plan. The Federal grants and infrastructure grants as well as some State grants require an updated Master Plan to be eligible for the grant. The Select Board signed the grant paperwork. The Planning Board should write an RFP to advertise the job to consultants. Sarah asked the board to discuss what they would want the consultant to do and to write an RFP to get bids on the job.

The Board hopes the consultant will take on the bulk of the work. They can use the current Master Plan as a blueprint. They hope to start in January/February.

Sarah will send the Board a Master Plan update RFP sample that they can use as a template. The consultant will be chosen using a scoring system.

Bob mentioned the process he would have done without a consultant which would be reading section by section to rewrite with the addition of the recent RKG economic study findings.

Lori would like to hold a working meeting on November 7th, to work on the Master Plan RFP.

Bob Nelson motioned to adjourn the meeting at 7:42 PM. Bill Harker seconded the motion. All in favor.

*Unforeseen within the last 48 hours – Bill Harker to be regular member of Planning Board
It would be nice to have Bill Harker be an official 5th member instead of an associate member so he can help form a quorum for all voting matters. Sarah will call the State to see if he can be appointed.

Agenda Items:

1. Review and approve Minutes of 10/03/2024
Bill Harker motioned to approve the October 3rd Minutes as written. Bob Nelson seconded the motion. All in favor.

2. Update on Board priorities:
 - Open Space and recreation plan:
Liz Bouyea and Sarah Reynolds are leading the Open Space and recreation Plan update meetings.
 - EV Charger Installations:
Bob Nelson's thoughts on the EV chargers are that they could be regulated at 4 or more to require a Special Permit, but nothing for installations less than 4 chargers.

Documents reviewed in meeting

Minutes of 10/03/2024

Agenda for October 17th, 2024

2071 Rte 2, Tatro Trucking Special Permit from 4-29-1989