

**Town of Hatfield
Planning Board Minutes
Memorial Town Hall
December 1, 2021**

Members Present: Chair Stephanie Slys, Jimmy Tarr, Bob Wagner, Paul Dostal (via phone)

Admin: Gerard Bueno

Attendees: None

Chair opens meeting at 6:10 PM

Public Forum

No public comments

Follow up discussion with Mark Hebert

Mark Hebert is not present. Chair moves to next item

Board discussion/budget proposal

Chair Slys informs the Board that the deadline for the budget request is December 15th. Chair Slys plans on submitting the same request as last year. This included any membership fees and administrative supply costs. Chair Slys will again ask for a part town planner. This has been requested by the Board two years in a row but has been rejected. Small discussion on the budget proposal. Board agrees on submitting the same request. The members voice the importance of having a part time planner. Chair Slys explains that there is a good chance the Select Board and Finance committee would approve a part time planner because the Master Plan initiative is under way. Jimmy Tarr and Bob Wagner would like to be present for the meeting with the Finance Committee to help voice the importance of a town planner. Small discussion on the meeting date for the budget request with the Finance Committee. It will take place the beginning of the new year.

Discussion on Master Plan at Large draft notice

Town Administrator, Marlene Michonski, has requested feedback from the Planning Board regarding launching a Master Plan Committee and soliciting "letters of interests" for this committee. Admin Assistant Gerard Bueno has drafted a public notice. This draft will be reviewed by the Select Board at their next meeting on December 8th. Gerard Bueno is gathering feedback from the Planning Board. Small discussion on the size of the committee. PVPC has suggested a 9–12-person committee. Chair Slys asks how many public members there would be opposed to representatives from various Board and Committee. Small discussion on the Boards and Committees that would be interested in having a representative. Bob Wagner recalls some of the Boards that had a representative in the previous Master Plan Committee. Bob Wagner also suggests that the notice should include more specific details on the purpose of the Master Plan and the notice should emphasize land use and zoning issues. Further discussions on Board representatives. Board believes a rep from DPW would be important. Bob Wagner doesn't believe DPW was involved in the previous committee. Paul Dostal suggests putting a timeframe in the notice along with a deadline date to submit all "letter of interests" The Board agrees to these suggestions. Small discussion on funding and assistance for the Master Plan. Further information and details on funding and potential assistance should be available by the next meeting in January.

Board Discussion

Paul Dostal would like to get clarification on the response from Attorney Mullen in reference to 137 N. Hatfield Rd property. Chair Slys and Bob Wagner suggest the Board hold off on this discussion until the next meeting. That way it will be a posted agenda item and anyone from the public who is interested can attend. The Board agrees.

Approvals of minutes from 10.6.21 meeting.

The Board reviews and makes correction to the minutes.

Jimmy Tarr makes a motion to approve the minutes with corrections. Bob Wagner seconds. Motion passes.

Next Scheduled meeting is January 5TH

Bob Wagner makes a motion to close the meeting. Jimmy Tarr seconds. Motion passes.

Meeting adjourned at 6:40 pm.