**Town of Hatfield**

**Planning Board Minutes**

**October 4, 2023**

Members Present: Chair Stephanie Slysz, David Bell, John Jeffress, Jimmy Tarr (remote), Town Planner Janelle Franklin

Attendees: None

Chair opens meeting at 6:00 PM

Chair Slysz welcomes Board Member Jimmy Tarr, presiding remotely.

Moment of silence for Mike Paszek.

Public Forum

Chair opens public forum.

No public comment.

Formal Discussion

1. Board reviews Hatfield Design Guidelines draft. Board agrees that no major changes are necessary to current Guidelines draft. Board will send draft to other relevant Town bodies for internal review. Following this, the Board will move forward with a Public Meeting to adopt Guidelines.
2. Assistant Planner, Janelle Franklin, recommends updating Town Subdivision bylaws and Open Space Bylaws in order to standardize restrictions. Additionally, Franklin will adjust bylaw draft and submit draft by Oct. 25 for Planning Board to review.

Board Discussion

1. David Bell moves to fill seat vacancy left by the passing of Board Member, Mike Paszek. Jimmy Tarr seconds. Motion passes. Notice will be sent to Town Select Board.
2. Chair Slysz provides updates from the Comprehensive Planning Committee, including to update Zoning Bylaws, Design Guidelines, and Subdivision rules for Open-Space bylaws.
3. No further updates from Assistant Planner

Approval of Minutes

David Bell makes a motion to approve the minutes from September 6, 2023, John Jeffress seconds. Motion passes.

John Jeffress makes a motion to adjourn. David Bell seconds. Motion passes.

Meeting is adjourned at 7:02 PM

Next Scheduled meeting is November 1, 2023

Submitted by,

Ashton Weagle

Administrative Assistant