**PLANNING BOARD MEETING- SEPTEBER 20, 2023**

The NB Planning Board held their monthly meeting at the Police Department Conference room Sept. 20, 2023 at 6pm. Bill King called the meeting to order. In attendance were Planning Board members Bill King, John Turner, Brandon Avery, Michelle Petraitis and Vaughn Schlegel and Clerk, Kimberly Bent. No members from the public attended. Board member John Tripp was unavailable for this meeting.

Minutes from Aug. 16, 2023- Motion made by John Turner, seconded by Michelle Petraitis to approve minutes and unanimously voted by members present.

Invoices – Payroll for Clerk for the months of July, August and September.

**MAIL:**

Town of Spencer - Public Hearing Oct. 17 – Spencer Solar II, Special Meeting Sept. 19 -Zoning Bylaw Section 4.8.10, Special Permit approved for 42 R Jones Road 8/30/23 and Notice to Abutters – Woodside Drive – Jeffrey Zukas – Stormwater Permit

Town of Brookfield – Special Permit Approved for14 Post Road

Town of North Brookfield, Board of Selectman – Letter containing winter plowing damage and mailbox policy

**NEW BUSINESS:**

The Board discussed adding a fencing bylaw to the Zoning Bylaws. Discussed setbacks, line of sight, height and corner lot setbacks. Town of Ludlow has such a bylaw. Chair will propose a draft for our next meeting.

**OLD BUSINESS:**

CMRPC email from Trish Settles with a quote on assisting with revising our subdivision regulations which she said would use all 12 LPA hours. The Board discussed and decided not to use all 12 hours for this project. Michelle Petraitis made a motion to have CMRPC review our subdivision regulations and make sure we are up to date with state regulations using up to 3 hours, seconded by John Turner and unanimously approved by members present. B. King will email Trish and receive her thoughts.

Vibram sent new plans for their School St. factory and abutting area which includes replacement of sidewalk, railing and retaining wall along town park and plantings at the entry, curb cuts at crosswalk both sides of School Street, and new windows previously approved on the south and west facades. Highway Dept. has reviewed the plans and approved them. The Chair will share the Complete Streets Plan with Dan Bonham, Architect, so Vibram will have them. The two projects should complement each other. John Turner made a motion to approve the redesign plans from Vibram , seconded by Vaughn Schlegel and unanimously approved by all members present.

The next three meetings will be held on the fourth Wednesday of the month at the Senior Center.

Michelle Petraitis made a motion to adjourn, seconded by Vaughn Schlegel, unanimously approved by all members present. Next Meeting October 25 at 6pm at the Senior Center.

Minutes completed by Kimberly Bent, Clerk