

Deerfield Planning Board
8 Conway Street, South Deerfield MA 01373

February 7, 2022

Remote on Zoom Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20. Meetings are typically broadcast on Frontier Community Access Television (FCAT).

Meeting available on YouTube: <https://www.youtube.com/watch?v=H5rMQr90pCw>

Members Present: Chair Analee Wulfkuhle, Vice Chair Denise Mason, Clerk Rachel Blain, Ann Mary Cloutier, Andrea Leibson, Kathy Sylvester, Kathy Watroba

Also Present: Carolyn Ness, Selectboard; Adam Costa, Counsel to Planning Board; Sargent Harry Ruddock, Deerfield Police; Bob Walden, Building Inspector; Bill Swasey, Fire Chief; Sgt. Harry Ruddock, Deerfield Police. James Martin from Roberts and Donovan Attorney for the Selectboard on the 135 Main Street project; Jesse Moreno, Proterra Designs.

1. Chair Analee Wulfkuhle opened the meeting at 7:00 pm.
2. Minutes for January 3, 2022, not yet available, vote deferred to next meeting.
3. ANR for 53 Hoosac Road, Bob Walden and Jen Gannett presented. Change of property line between adjacent lots.

Motion to endorse ANR for 53 Hoosac Road, Denise Mason; seconded Rachel Blain. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

4. ANR for Clark Cross Road. Sale of land to include it to existing property currently landlocked. Lot is not a buildable lot, added property gives landowner access. Tom Avery, applicant present.

Motion to endorse ANR for Clark Cross Road Andrea Leibson; second, Rachel Blain. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

5. Sugarloaf Condominium storm water concerns. Chair Wulfkuhle recuses herself as an abutter

Vice Chair Mason presents. Stormwater permit has been issued and the Building Inspector is verifying that the plan is compliant with the permit. The only way that the stormwater

permitting will become an issue before the Planning Board is if 1.) files for modification to current plans, or 2.) Building Inspector has an enforcement issue.

6. Mail included notifications of SPR of a marijuana establishment for cultivation in Whately; ADU conversion of carriage house; and of a barn in Greenfield.

7. Planning Board budget: Discussion of a Planning Board consultant. Decision made to level fund at \$7,000 for the Planning Board for the coming year and move forward to make a proposal for contracted services to support the work of the board. Chair in discussion with other entities in town to assess other concerns that might be included in a job description for a planning consultant.

8. Reports from committees

Andrea Leibson for the Open Space and Recreational Space Committee. 388 residents completed the survey, 370 of the 388 online completions. Contact with indigenous groups.

Goals and objectives are broad. Smaller projects like improving Mohawk and Mohican Trail off Hoosac Road signage. A priority is water access for recreation.

9. Public Hearing – Site Plan Review and Stormwater Management permit for the construction of a town Park and Playing Fields at 135 North Main Street, Site Plan Review in compliance with 5470 and 5480, continued from January 3, 2022. Hearing convened at 7:20.

Peer review requests were sent (8) and two firms responded. Firm is in negotiations with the town administrator and the Chair; they will finalize the contract for peer review in the coming week.

Sgt Harry Ruddock: most of the safety concerns were addressed, sightlines, access for patrol vehicles. Turning out of the park: Will there be no parking signs along North Main Street. Lighting concerns: a balance between safety and neighbors' concerns about increased light. The balance of use between bicycles and pedestrians. With sidewalk on the other side of the street from the park, will there be a zebra crosswalk? Discussion of CCI interest in improving sidewalks and crosswalks. Access is sufficient.

Bill Swasey, Fire Chief. Met with ProTerra December 30 to review plans. There was an update to meet the needs of the fire apparatus length PM-1. The access road to the pavilion was a concern and a change to the plan in response to that feedback will be reviewed by Chief Swasey. Reinforced the grass area to offer more width next to the road for emergency vehicles to move into the park.

Comments from James Martin from Roberts and Donovan, Attorney, and Jesse Moreno from ProTerra Design in response to questions and concerns from the last meeting.

Mr. Moreno: Changes prompted by Fire and Police relative public safety and also as a result of the town entering an agreement with GZA (GeoEnvironmental Inc.) to do the notice of intent to prepare for the Conservation Committee presentation. GZA had some suggestions. Changes: updates existing conditions -what resources were jurisdictional and what Conservation Committee approved through the RDA. Clarify the wetland restoration, separate the fill area from the restoration area. Consolidated the wetland application area along the fence for mitigation. Realign a reinforced grass corridor along the road for fire apparatus. Specification for performance standards to allow for the weight of the fire apparatus. Moved the pavilion to the east for better access and to make it closer to the parking. Redesign of the gate in the fence. Fixed typos on the landscaping plan.

(Leibson) Discussion of pervious and impervious pavement on roadway and parking lot. High water table and slow perk means that it is not a practical place for pervious pavement. Walking paths are available for pervious pavement. Pervious pavement is not practical for this site.

(Wulfkuhle) Mixed use: pedestrians and bicycles. Shared use paths, pedestrians can share as long as there is enough space. Town has a bylaw limiting the size paved road to 22' feet. Shared path, 8' wide.

(Cloutier) Concern for people with mobility assistance devices. Are pervious surfaces practical? Pervious pavement is different from open pavers and is referable for ADA compliance. Sidewalks are ADA compliant.

(Wulfkuhle) Minimizing cut and fill, can something be done to decrease the amount of fill, an environmental and fiscal concern. There is a minimum height for drainage. The farm ditch creates a need for a more significant amount of fill. Concerns are flattening the slope and improving the drainage and create the right pitch for the fields.

(Wulfkuhle) Concern about irrigation and fertilizer. Maintenance plan includes mowing, irrigated, aerated, overseeding, fertilizing. Weed control is also a concern for a field. Leaning toward a water sense controller recommended by the EPA, smart technology that assesses weather and ground moisture.

(Wulfkuhle) What is that balances between golf course and good enough. A consultant may be necessary in this area of maintenance.

(Martin) Safety related to maintained field. The Selectboard as an applicant is committed to making a strong plan for maintenance with a concern for safety.

(Moreno) No direct discharge to a body of water. The mitigation is the collection basins.

Public Comments. (The Chair reiterates that requests for information can be made prior to meeting time and then the information can be presented at the meeting.)

Julie Casewell, Concern for the park to fit into a larger picture of the organization of the town's footprint. How are people getting to the park on sidewalks which are on the other side of the street from the park? Pedestrian traffic to and from the high school would be preferable to put it at the back of the park.

Tim Hilchey, Will all the fields be on the same level, basketball and the grass fields? What is the difference in fertilizer and weed control used when it was farmed to the use to maintain playing fields? Do the plans include more spaces than necessary?

Bruce St. Peters, Under the basketball court that is where there is a detention space, is it designed for the use of the court and the potential traffic that might come with it being used for overflow parking?

Judith Rathbone Can the parking be moved to the back of the project? Can the bandshell be moved to the back? What will the night lighting be? Concerns about the runoff from the project? A request for a fence between the road and the property to the south. Has there been a competitive bid for the work

on the project? What was the process for the selection of ProTerra? Can we keep a running total of how much has been spent on the project?

Laurie Boosadha: Concerning the proposed stormwater management and the drainage swale, are they going to be standing water? Are they going to be vegetated? Could it be a rain garden?

Patty Pirog: Water runoff into neighbors' properties. Concern about sidewalks, raised sidewalks, lit sidewalks, not more sidewalks.

Chair Wulfkuhle calls for questions and concerns to be submitted to Jennifer Gannett and Sue Brulotte.

(Martin) Reiterating the peer review process that is beginning when the Planning Board has made the agreement with an outside group. Competitive bidding is outside the bounds of SPR. The applicants seek a continuance, Carolyn Ness as representative from Selectboard. Costa clarifies the process of continuing a public hearing.

Motion to continue Public Hearing for Park and Playing Field project at 135 North Main Street to March 21, 2022 at 7:00 pm Rachel Blain; second, Kathy Sylvester. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

10. Report of feedback about priorities:

Chair Wulfkuhle reports the results of the Planning Board survey. Priorities are: 1.) seeking to hire a town planner position or specify contracted services; 2.) increasing housing inventory, specifically ADU regulation, 3.) Up zoning C2 and C1, mixed use development, affordable housing, frontage reductions in center village. The 22-year-old master plan does not offer enough of a blueprint.

(Ness) From the Selectboard it seems that adding hours in the contracted services, but as the budget comes together for the coming year, it is hard to commit at this point. Selectboard is supportive. Level funding for services and when something is added there is a need to reduce elsewhere.

(Leibson and Sylvester) Grant money is available but the personnel to write and manage the grants would mean increasing staffing. It is possible that the grants would help pay for the cost of a town planner.

(Sylvester) Fourth largest town in the county and the other larger towns do have planners. Professionalize the work, relying on volunteers for their labor as it is offered and not overburden already tasked administrative staff in town offices.

(Sylvester) FRCOG presentation on the Buckland process of increasing their ADU regulations to increase housing inventory was well done and completed with the help of the FRCOG. Attention to the detail of the presentation made it clearer for voters in Buckland.

(Mason) Affordable housing is an issue of many in town. Rents are high in town.

(Ness) When adding housing inventory remember that good regulation is key. Regulatory staff is one Building Inspector and our one board of health staff person is part time. Potentially one third of complaints are housing complaints between tenant and landlord. Comprehensive regulation will help with those complaints with such a small staff. There is no income when responding to these complaints; cost is absorbed by the town.

(Gannett) Points to concern when regulations/bylaws change there is a ripple effect that we have to be alert to which respect to other regulations that might be impacted inadvertently by the change.

(Walden) In the next cycle there may be state changes that will increase the inspection load by requiring more regular review of enforcement of existing

(Cloutier) Is our goal to increase housing inventory in the town?

(Watroba) What is in our purview with regard to the goal of increasing housing inventory.

(Ness) A high priority 22 years ago was to improve the ability of people to stay in their homes in aging. She points to the distinction between creating more affordable units and creating affordable housing. Dictating the rents is not viable.

(Wulfkuhle) Draw to a close this discussion with the goal of sending out 1. housing production plan, 2. current regulations, and 3.) most recent effort to address the ADU regulations for review.

(Gannett) Mixed use regulation can be addressed more readily.

11. Two requests for project endorsement from Planning Board for CPC funding.

1. Town Common committee
2. Senior Housing for a study for marketing and needs assessment (necessary for grant funding) Friendly 40-B

(Mason and Blain) Senior Housing seems a good fit for us, in alignment with our goals.

Motion to submit a project endorsement for the Senior Housing study for marketing and needs assessment Denise Mason; second, Andrea Leibson. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

(Ness) Goal for the downtown is to make it more appealing to businesses and to create a gateway to economic development in town. To make it more appealing.

(Watroba) And to address the opportunity for a greener community.

Motion to submit a project endorsement for Andrea Leibson; second Ann-Mary Cloutier. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

12. Reports from committees (revisited from #8)

Denise Mason from CCI. Working on developing the town “campus” and looking at the sidewalks, bike lanes, former Senior Center, and downtown.

Next meeting will be March 7, 2022 at 7:00 pm and March 21, 2022. A week prior to the March 7 meeting Chair Wulfkuhle will make a determination about remote or hybrid meeting modality.

Motion to adjourn, Rachel Blain; second Andrea Leibson. Vote Blain-y, Cloutier-y, Leibson-y, Mason-y, Sylvester-y, Watroba-y, Wulfkuhle-y. Vote: 7-0-0

Respectfully Submitted,

Rachel Blain, Planning Board Clerk

APPROVED 03/07/2022