

Richmond Planning Board Meeting
Town Hall
Minutes
November 13, 2023

Members present: Richard Bell, Douglas Bruce (Chairman), John Hanson, Katherine Keenum, Pete Lopez

Others present: Brian Koczela, BEK Associates, Dalton, Mass; Ernie Smith, Conservation Commission, Richmond

Mr. Bruce opened the meeting at 6:30 P.M.

1. Mr. Koczela presented a surveyor's plan, a \$50.00 check, and an *Application for a Determination of Planning Board Jurisdiction and for Endorsement that Planning Board Approval under Subdivision Control Law Is Not Required, Form A* (ANR) on behalf of Edward Andrews to subdivide property located at 1431 Dublin Road to create a first lot of 2.5 acres with frontage of 250.19 feet and a second lot of 7.582 acres with frontage of 254.47 feet. Lot 2 was be protected by an ACEP-ALE Agricultural Preservation Restriction. Mr. Bruce made a motion to endorse the application. Mr. Hanson seconded. The vote to approve was unanimous (5–0). Copies of the plans were signed, and Ms. Keenum undertook to convey the check to the Town Treasurer.
2. Mr. Bruce called for any comments on the minutes for the Planning Board hearing on September 26, 2023. There being none, he called for a motion to approve. Mr. Hanson so moved. Mr. Bell seconded. The minutes were approved unanimously by a vote of 5–0.
3. Mr. Bruce called for any comments on the minutes for the Planning Board meeting on September 26, 2023. There being none, he called for a motion to approve. Mr. Bell so moved. Mr. Lopez seconded. The minutes were approved unanimously by a vote of 5–0.
4. Mr. Bruce recommended that the Board consider adding alternate members so that in future new people could step into positions with knowledge of what issues came before the Board and how they were handled. Mr. Hanson said that good written procedures would make the job of new members easier. Everyone agreed but also acknowledged that no manual could replace Mr. Hanson's long experience and deep memory of the Board's history. At the end of the discussion, Mr. Bruce undertook to investigate whether such alternates could be added to an elected board and if so, how.

The meeting adjourned at 7:20 P.M.

Respectfully submitted,

Katherine Keenum, Clerk

Next scheduled meeting: December 11, 2023