



## Deerfield Selectboard/Planning Board

Monday 3 April 2023, 7:00 pm

8 Conway Street, South Deerfield MA 01373

### Deerfield Planning Board Minutes

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Planning Board was held on April 3, 2023 at 6:30 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=QVIMsrPHU6g>

**Location:** Hybrid – Zoom and Main Meeting Room, 8 Conway Street, South Deerfield MA

1. **Call to order - Rachel Blain reads the introduction** - (*Refer to Deerfield website for the state-mandated introduction on the agenda*)

• *Guidelines for business meeting: speak one-at-a-time; follow Deerfield Code of Conduct (respectful, considerate, courteous); concise, and recognized by the Chair*

2. **Identify Board members in attendance**

Denise Mason, Emily Gaylord, Rachel Blain, Kathy Sylvester, Andrea Leibson, Kathy Watroba  
\*Analee Wulfkuhle - remote

4. **Review minutes:** February 6, 2023, and March 6, 2023. 3

Motion to approve meeting notes from **February 6, 2023**, Analee W. motions, Kathy Watroba seconds.

Denise Mason - yes, Emily Gaylord- yes, Analee Wulfkuhle - yes, Rachel Blain - yes, Kathy Sylvester - yes, Andrea Leibson - yes, Kathy Watroba - yes

Motion to approve meeting notes from **March 6, 2023**, Analee W. motions, Kathy Watroba seconds.

Motional approved

Denise Mason - yes, Emily Gaylord- yes, Analee Wulfkuhle - yes, Rachel Blain - yes, Kathy Sylvester - yes, Andrea Leibson - yes, Kathy Watroba - yes

5. **Old Business**

- **Public Hearing Continuation: SunnyDayz** - Site Plan Review, Stormwater, and Berkshire Design peer review. In attendance for SunnyDayz - John Furman and Ken Bouquillon. In attendance for Berkshire Design, Chris Chamberlin

Discussion of the site visit, tree, and diameters of those being removed. Discussion of vegetative choices for landscaping and the water basins - use of fill vs. plastic for stormwater

concerns. Discussion with peer review Berkshire Design with Chris Chamberlin, which had two parts - zoning and stormwater.

Further discussion on replacing the parking space - which was inadvertently deleted and adding three charging stations to the campus - one at the testing lab and two at the cultivation building.

Discussion with Conservation Commission as well as discussion regarding the traffic study based on a 2016 Mass DOT counting station.

Tree clearing and the space of 4.95 acres will be part of the SunnyDayz business campus. The full size of the acreage is approximately 28 acres, with 4.95 being utilized for business purposes leaving 23 acres remaining as is.

Further discussion of consultation with a landscaping architect and determining the cutting of trees within the parameters needed for the development of the business needs. Additional commentary by PB members regarding the tree sizes, percentage of trees, and diameters of trees in the consideration for removal.

Continuation of the discussion of LED fixtures with a total of 16 with single or double head and the distance they will be regarding light spillage with minimal if any, light disturbance beyond the property.

Continued discussion of filtration and possible odor with Ken discussion the state of the art design to fully mitigate concerns per previous meetings.

SunnyDayz discussion is continued to the Planning Board on May 8, 2023, meeting.

- **FRCOG Ch. 179 reviews: focus meeting: 3/27**

Discussion of PB focus meeting with Peggy Sloan regarding the chapter review of Ch. 179. Peggy sent some questions along, and there was a discussion regarding the planner and the position to support this work.

## 6. New Business

- ANR 94 Sugarloaf Street Map 183 Lot 20B •

\*Move ahead to the ANR presentation and circled back to Ch. 179 due to the ANR people in the Municipal Building waiting.

**In attendance for ANR:** Building Inspector - Bob Walden, along with the landowners John and Arlene Cunningham.

Building permits and concerns with the minimum lot width. When purchased, the Cunninghams believed it was a building lot. The land in question abutted Mr. Rodriguez's parcel B land and was parceled off.

The land was purchased with the belief that it was a building lot, and there was a building permit issued, but then the concern was raised about the minimum lot width on one boundary line, which, according to footnote six, of the dimensional requirements were in question, and Mr. Cunningham received a letter on March 27th saying that it was now non-conforming.

Discussion of the intention that you have to be able to get the 50 feet off of all property lines, clarifying that and making sure he has 50 feet measured with a perpendicular line of the boundary, the next person will have a better footnote. In the future, put the concern of the footnote on the agenda for your by-law meeting.

Annalee moves to endorse the ANR as presented, Denise Mason seconds.

Is there any further discussion, all in agreement: Andrea Leibson yes, Emily Gaylord, yes, Kathy Watroba, yes, Kathy Sylvester, Yes, Rachel Blain, yes Analee Wulfkuhle, yes, Denise Mason, yes.

- **Planning Board Policy: Standard Operating Procedures**

Town Planner, Amendment to the minutes - Denise Mason, and submission of documents. What do we want to have as our policy moving forward? What does Amy Kahn need in relation to the submission of information prior to meetings?

Making decisions for Wednesday at 4 pm for our meeting and giving everyone apple time - Denise Mason.

Motion Approve document as amended - Kathy Sylvester, Motions, Rachel Blain seconds. PB members: Kathy Sylvester, yes, Rachel Blain, yes, Kathy Watroba, yes, Andrea Leibson yes, Emily Gaylord, yes, Analee Wulfkuhle, yes.

Discussion of the Anti-Hate statement and Code of Conduct by Emily Gaylord and the question of hyperlinks for Amy to prepare.

**7. Other business not reasonably anticipated 48 hours prior to the posting of the meeting**

- No Other Business

**8. Public Comments (state name/address; one comment per person, 2-3 minute maximum)**

- No Public comments

**9. Reports (committees, seminars, etc.)**

Open space - Andrea Leibson the working group met and decided on having greater communication with the resident of Deerfield, creating a one-sheet handout for the annual meeting to talk about the results of the survey, the open space survey to tell people what we are and what Deerfield has as a result of the survey.

Denise Mason: Points of discussion: Governor Healy and Lieutenant Governor Driscoll came out to William's Sugarhouse. They were receptive to what we're doing out here; our agriculture, Our Secretary of Agriculture is a Deerfield Native, and the potential senior center and tour of the 1821 building, CCI postcards, and Library committee with solar, attended a DOT meeting as examples of points of discussion.

**10. Review Mail**

- No Mail

**11. Next Meetings: May 8, 2023**

## 12. Adjourn

AnnaLee, I would like to move that we adjourn, second Rachel Blain, Kathy Sylvester, yes  
Emily Gaylord, yes, Kathy Watroba, yes, Kathy Sylvester, yes Andrew Liebson, yes, Denise  
Mason, yes, Rachel Blain, yes

Adjourned at 8 32 P.M

Respectfully Submitted,

Kathy Watroba, Planning Board Clerk

Accepted 7/10/2023