

**Fairhaven Planning Board
Tuesday, May 24, 2016
Town Hall Banquet Room**

A. ADMINISTRATIVE BUSINESS:

Mr. Hayward opened the meeting at 6:30 p.m. and noted it was going out live Channel Government Access Channel.

Quorum/Attendance: Present: Chairman, Wayne Hayward; Vice Chair-Gary Staffon, John Farrell, Rene Fleurent, Jeffrey Lucas and Cathy Melanson

Absent: Clerk, Peter Nopper & Member Ann Richard

William Roth, Planning Director, was also in attendance.

Acceptance of Minutes:

April 12, 2016 - Gary Staffon made motion to approve minutes from April 12, 2016, and was seconded by Jeffrey Lucas. Wayne Hayward advised of one correction, under Vice Chairman the roll call vote was 4-3. With that one correction, the board voted unanimously to accept.

April 26, 2016 - Jeffrey Lucas made a motion to approve minutes from April 26, 2016, and was seconded by Gary Staffon. The motion passed unanimously.

Planning Board Bills:

1. GIS Billing – CAI Technologies - \$1,100.00

Gary Staffon made a motion to pay the \$1,100.00 to CAI Technologies and was seconded by Jeffrey Lucas. The motion passed unanimously.

2. Office Supplies – Staples - \$699.17

Jeffrey Lucas made a motion to pay the \$699.17 to Staples and was seconded by Gary Staffon. The motion passed unanimously.

3. Annual Meeting – SPREDD Dinner - \$240.00

John Farrell made the motion to pay the SPREDD for dinner of \$240.00 and was seconded by Gary Staffon. The motion passed unanimously.

B. Current Planning:

Receipt of Plans:

1. Special Permit - Jorge and Sherry Mello – 232 Huttleston Avenue (PH 7/12/16)

William Roth explained this was right near the Preliminary Subdivision that he will be discussing later in the meeting. They are proposing two commercial buildings similar to buildings on Arsene Street; he is recommending a Public Hearing on July 12, 2016.

Gary Staffon made a motion to set the Public Hearing on July 12, 2016, and was seconded by Jeffrey Lucas. The motion passed unanimously.

William Roth asked that they take the agenda out of order to hear the Public Meeting, Wayne Hayward agreed.

C. PUBLIC MEETING:

1. Preliminary Sub Division – Charlene Nelson, et al. – 240 & 242 Huttleston Avenue

Attorney Joe Michaud was present for his client, Charlene Nelson & Dean Iacoponi.

William Roth gave his report and recommended that if the applicant decided to move forward, my recommendation would be to require a joint access, so there would not be two curbcuts.

Attorney Michaud said that the property is currently owned by four individuals and that two will stay at the property and pay the other two siblings off. He said everything would stay the same as it exists.

There was a brief discussion on the property zoned as business.

Jeffrey Lucas shared some concerns about the shared driveway and wondered if the zoning should be changed to residential.

Attorney Michaud stated that the parties had agreed to share the driveway.

Gary Staffon expressed the waiver would not be for 100% frontage. He wondered if business zoned property is taxed more.

William Roth said, “No. It was taxed on the ‘use’.”

Mr. Roth reminded Attorney Michaud that all four property owners have to sign off on the Definitive Subdivision application.

Attorney Michaud said there was going to be no change of use or dimensions. He said it was just a formal boundary between two lots.

Wayne Hayward made a motion to approve the Preliminary Subdivision and was seconded by Cathy Melanson. The motion passed 5-1, with Gary Staffon in opposition.

Going back to Approval of Plans, the meeting continued.

Approval of Plans

1. Street Acceptances – Welcome Street (south of Rt. 6) and
2. Street Acceptances – Rockland Street

Mr. Roth stated that the streets were accepted at Town Meeting. All planning Board Members signed the street acceptance, except Rene Fleurent did not sign for Welcome Street. He did sign for Rockland, however.

3. Form A – **Town of Fairhaven/Adventist Historic Properties, Inc.** – 191 Main Street

Mr. Roth explained that the Town of Fairhaven owns a land locked parcel and this was approved at Town Meeting. He said the Town is looking at swapping some area; it’s really just the historic fireplace foundation that the town owns. He also said that the Fairhaven Historical Society will maintain the historical fireplace on the parcel.

Jeffrey Lucas made a motion to endorse the plan and was seconded by Cathy Melanson. The motion passed unanimously.

D. LONG RANGE PLANNING – None

E. CORRESPONDENCE – None

F. OTHER BUSINESS

1. Discussion – Master Plan RFP Process

William Roth talked about the RFP Process. He said he recently attended the Massachusetts Planning Director's Conference and there was a session of this very issue. He said from the consulting point of view, writing more of a narrative of need, goals, and objectives to get a clear vision for the town is where they want to start. He said it helps the consultant figure out if they would bid on it or not.

Mr. Roth suggested a community based Steering Committee encouraging citizen participation. Mr. Roth just wanted to share his ideas, thoughts at this meeting; but he will continue to add this to the agenda for future discussions.

Wayne Hayward stated he didn't think a Steering Committee was needed for the RFP. He said the RFP has to be very specific. He would like to see input from the community, but a committee would tie them up unnecessarily. He said they need to come up with the RFP and the consultant will get the real direction from the community.

Jeffrey Lucas would like to see the consultant to be open to emailing from the citizens to gain public interest rather than be intimidated to speak on their ideas at a meeting.

Rene Fleurent said he was just very pleased to be moving forward on this.

Mr. Roth will email everyone an example of an RFP from another town.

Next Meeting is June 14, 2016.

Gary Staffon made a motion to adjourn and was seconded by Cathy Melanson. Motion passed unanimously. Meeting adjourned at 7:50p.m.

Respectively submitted,

Patricia A Pacella
Recording Secretary