

**TOWN OF LENOX
PLANNING BOARD
MINUTES OF MAY 25, 2021 MEETING**

In attendance: Pam Kueber (PK), Tom Delasco (TD), Kate McNulty-Vaughan (KMV), Lauryn Franzoni (LF), Jim Harwood (JH)

Also in attendance: Jes Cote, Land Use Clerk; Phil Arnold, Berkshire Regional Planning Commission

Meeting being recorded on zoom.

Documents:

1. Agenda
2. Minutes April 14, April 27, May 11 meeting minutes for approval
3. Draft summary of Agricultural Uses bylaw changes for hand-out for June Town Meeting
4. Email from Town Planner re Master Plan next steps

Meeting:

- **April 14 minutes** -- After some discussion about one portion of the minutes, it was agreed to move these to the next meeting and work on them in the interim.
- **April 27 minutes** – LF moved to approve the minutes as amended, PK seconded. Approved 3-3 with PK, KMV and LF voting; TD and JH abstained.
- **May 25 minutes** -- deferred to next meeting due to technical issue.

- **Master Plan:** PK explained that the Town Planner and Town Manager had suggested that the Board of Selectmen be allowed to weigh in, hear about, and endorse Master Plan before PB takes action. BOS has on their agenda for the next day. Mary Beth Mitts to present the Plan to Board, all BOS members have been provided with prioritized action items and asked that in particular look at areas where they are liaisons. PK will ask Town Planner if she prefers for us to hold extra meeting for the PB to approve Master Plan before she goes on leave.

- **Next steps on Wireless Communications bylaw:** The board discussed the documents that need to be completed including for other departments; LF will get with Town Planner to pull this list together so that we can better track all documents' progress. The Board discussed other steps to take on the road to Town Meeting, including soliciting input from Historic District Commission, reviewing all materials with DPW Supervisor at a PB meeting, holding public workshop that also includes other boards. PK to create timeline regarding publicizing Public Hearings, meeting Warrant deadlines, etc. Next step: LF to make a list/table of all the steps that need to be completed to get to town meeting. It was recognized that while PB is only responsible for ZBL documents, we also will need to ensure that all deliverable to have complete process are completed. Gatekeeper needs to be identified who will ensure all departments have all steps ready to go – that all the deliverables to close out consultant's contract are complete; LF will reach out to Town Planner to ensure there's a point of contact in GM's absence. We will plan to review the entire list of steps at our next meeting.

- **Handout for Town Meeting:** Everyone was okay with the handout prepared for Town Meeting highlighting key points of the proposed Agricultural Bylaw. The Board discussed communications, and it was agreed that PK will send handout to Berkshire Eagle in advance of meeting.
 - Re Bylaw itself, Kate asked about finishing up by adding the reference numbers in Use Table at far right.
 - Kate also noted an error in MGL reference in document provided to BOS office related to getting in place for Warrant. She will reach out to Town Planner to discuss and cc: PK.

- **Institutional Bylaw:** no update from Town Attorney Bard.

- TD moved to adjourn the meeting; LF seconded; passed 5-0.

Respectfully submitted,
Pam Kueber
June 3, 2021