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Buckland Planning Board
Meeting Minutes
September 9, 2020 6:00 p.m.
Buckland Recreation Area

AGENDA

1. Open the meeting.
2. Discussion re: Resumption of housing bylaw process with Alyssa Larose, FRCOG.
3. Housing Choice Small Grant Program discussion.
4. New procedures for for Planning Board postings; roles and responsibilities.
5. Review minutes.
6. Other topics unanticipated by Chair 48 hours prior to meeting.
7. Public comment.
8. Next meeting date
9. Adjourn the meeting.

ATTENDEES

John Gould - Planning Board Co-chair
Michael Hoberman - Planning Board Co-chair
Andrea Donlon- Planning Board Member
Brian Rose - Planning Board Member
Jon Wyman - Planning Board Member
Alyssa Larose - FRCOG
Mary Bolduc- Boards' Clerk

MEETING

1. Open the meeting - Meeting opened by John Gould at 6:04 p.m.
2. Discussion re: Resumption of housing bylaw process with Alyssa Larose, FRCOG -
 1. Alyssa began discussion by addressing avenues to gather public input during COVID, suggesting a virtual forum via Zoom.
 2. Alyssa also suggested that housing scenarios could be posted on town website for a certain period of time , followed by solicitation of opinions.
 3. Brian offered the idea of an online slide show presentation of development scenarios. He also suggested handouts on election day.
 4. Funds for this project run through December 2020.
 5. John reinforced that the Board must do a "re-boot" for public awareness to re-establish pre-COVID status.
 6. Board discussion included focusing on existing housing, current real estate market, registration for Mass Housing Partnership Forum, reaction to ADU's in Greenfield.

7. In preparation for housing forum, Andrea said she could put the last Power Point presentation on the town website for educational purposes. She further explained the many tools such as instant polling available on Zoom to which the Board could avail themselves should they decide.
8. Alyssa offered to formulate survey questions. Brief discussion on questions including those used in past presentation.
9. Forum will be scheduled for end of October.
10. Discussion on publicizing forum; Recorder, Town web site, some method of publicizing/outreach (pamphlets?) on election day.
11. Next meeting will be October 1, 2020, 7:00 p.m., Buckland Town Hall and will emphasize strategizing for public outreach.
3. Housing Choice Small Grant Program discussion -
 1. Proposal to come out on September 15th.
 2. For towns with populations of 7,000 or under and with a community contact. Alyssa gave an overview of these grants, examples of projects which can and cannot be funded with grant monies, and past projects completed by other municipalities using this program. See attached.
4. New procedures for Planning Board postings; roles and responsibilities - Board discussion on responsibilities as a result of reorganization of Town Hall staff duties, including mailing postcards to abutters and newspaper postings. Also discussed policy and procedure of collecting fees, use of town issued computer, finalizing a definite agenda procedure and policy, and seeking clarity on Andrea accessing email and website. Board is addressing resolving these assignments.
5. Review minutes - Minutes for August 20, 2020 meeting were reviewed. John Gould moved to approve, seconded by Andrea Donlon. Vote to approve was unanimous.
6. Other topics unanticipated by Chair 48 hours prior to meeting - Brian Rose explained extenuating circumstances at work that may impact his attendance at meetings or be the cause of his late arrival for a period of several months. In fairness to the Board he left his membership at their discretion. Due to his valuable input and otherwise dependable attendance record, the Board would like for him to continue and attend when circumstances allow.
7. Public comment - N/A
8. Next meeting date - October 1, 2020, Buckland Town Hall, at 7:00 p.m.
9. Adjourn the meeting - Meeting adjourned at 8:00 p.m.

Respectfully submitted by Mary Bolduc, Boards' Clerk, October 1, 2020