



OFFICE OF
THE PLANNING BOARD
Brookfield, Massachusetts 01506

Planning Board Minutes
December 5, 2012
Brookfield Town Hall

Board members in attendance:

Kristen Casucci
Kevin Erkkila
Daniel Leahy, *Chairman*
Celeste Leger
Sharon Mahoney
Lindsay Holm (alternate)

Public in attendance: N/A

Meeting called to order by Chairman Daniel Leahy at 6:35 pm.

Minutes from November 7, 2012

Ms. Mahoney moved to approve as corrected
Ms. Leger seconded
Kristen Casucci: abstained
Daniel Leahy: approved
Kevin Erkkila: approved
Celeste Leger: approved
Sharon Mahoney: approved

Minutes from November 20, 2012

Ms. Mahoney moved to approve as corrected
Ms. Leger seconded
Kristen Casucci: abstained
Daniel Leahy: approved
Kevin Erkkila: approved
Celeste Leger: approved
Sharon Mahoney: approved

Old business:

- Clear Creek/The Glen
 - o Ms. Mahoney went over the to-do list that was set up in September. Mr. Leahy is going to contact the needed people and will report back at the next meeting.
- Planning Board Master Plan –
 - o High Priority:
 - Econ Dev 2
 - Econ Dev 5
 - Housing 5
 - Zoning 15
 - Zoning 19
 - Zoning 21 (w Conservation and ZBA?) - research
 - Trans 16
 - OSRP 1A1
 - OSRP 1B1 (w Historical Comm?)



OFFICE OF
THE PLANNING BOARD
Brookfield, Massachusetts 01506

▪ OSRP 5C1

▪ Heritage 1

Sharon Mahoney to research surrounding towns re: Trans 11

Ms. Mahoney made a motion to write a letter of support to FotBTH and in support of the CPA.
Ms. Casucci seconded.

Kristen Casucci: approved
Daniel Leahy: approved
Kevin Erkkila: approved
Celeste Leger: approved
Sharon Mahoney: approved

New Business:

- Regional E-Permitting
 - o The Board doesn't support this system. Some concerns are that permits are not filled out correctly, plans cannot be viewed unless they are scanned in, each town has their own system for permitting, leaves too much open room for misunderstandings and abuse, loss of control for boards.
 - o Ms. Casucci made a motion that Lindsay Holm will send email to Donna Neylon letting the BoS know the Board does not support this.
 - o Ms. Mahoney seconded.
- Kristen Casucci: approved
- Daniel Leahy: approved
- Kevin Erkkila: approved
- Celeste Leger: approved
- Sharon Mahoney: approved
- Email-based posting system
 - o Ms. Casucci is concerned that there are so many people that do not use computers. She feels it's a small amount of paper that is used.
 - o The Board's initial thought is that it should be posted online and on the board outside.
 - o It's been adopted for a 2-month trial basis. The Board will use the system during the trial period and will then let the BoS know our opinion.
- Brookfield Annual Town Report
 - o Ms. Mahoney will write the PB Annual Town Report.
- Planning Board Budget
 - o The BoS would like everyone to go on a Zero Based Budget.
 - o Ms. Holm will write up a list of her supplies for the next year
 - o Legal fees
 - o Postage (stamps, envelopes, etc)
 - o Will write up a small explanation as to what our budget covers and what we expect our future legal expenses to be.
- Review Special Permit for Donald O'Clair
 - o Mr. Leahy stated that Mr. O'Clair has put a well on his property and has stock piled a lot of building materials. He feels a site visit may be in order.
 - o Ms. Mahoney suggested that we notify the BoS that Mr. O'Clair expressing his wish to make changes to the activity he's allowed to run, and that the Board informed him that we would need to review his Special Permit to find out if those new activities are covered under the Special Permit.



OFFICE OF
THE PLANNING BOARD
Brookfield, Massachusetts 01506

Correspondence/Announcements

CMRPC email: Ms. Mahoney will send Ms. Neylon an email explaining the difficulty of The Board to have a consistent member be available for those meetings.

The next Planning Board meeting will be held on January 2, 2012 at 6:30 pm at the Town Hall.

Daniel Leahy called for a motion to adjourn at 8:48pm

Motion by Ms. Mahoney

Second by Mr. Erkkila

Kristen Casucci: approved

Daniel Leahy: approved

Kevin Erkkila: approved

Celeste Leger: approved

Sharon Mahoney: approved

Respectfully submitted,

Lindsay Holm

Planning Board Administrative Clerk