

**TOWN OF NORTHFIELD
PLANNING BOARD
October 7, 2013**

MINUTES

Members present: Doug Read, Kim Robichaud, Mike Murphy, Wayne Crowley and Jason Durgin. Members absent: Glen Brown and Kevin Waldron

Minutes: Mike Murphy moved, seconded by Kim Robichaud to accept the minutes of September 9, 2013 as read. Motion passed. Jason Durgin moved, seconded by Kim Robichaud to accept the minutes of September 28, 2013 as read. Motion passed. A letter was sent to Mr. & Mrs. Miller indicating that they have now complied with the Planning Board's requirements for their excavation.

Alan Clark: Mr. Clark was not present, however Wayne Crowley explained to the Board that the mylar for the revision of the REI subdivision as approved on September 9 was submitted for signature, but has not been signed. The mylar indicates that it is "sheet 1 of 2" and should say "sheet 1 of 1". It also appears to be a new plan rather than a revision. It should be indicated on the plan that this is a revision of Plan #17962, REI subdivision and indicate what the revision is. Mr. Clark will be informed about these items so that they can be corrected.

What constitutes a meeting? Wayne Crowley cautioned members not to "reply all" to any email matters that the Board will be ruling on as this would create a quorum and a meeting that has not been noticed. An individual can reply or email an individual, but not all members at one time.

Review Article 6.2 – "Groundwater Protection Ordinance" of the Northfield Zoning Ordinance. Members reviewed this ordinance which was updated in 2010 with wording directly from DES. No changes were recommended.

Master Plan: Members reviewed and recommended changes/additions/deletions on the first 20 pages which will be prepared and reviewed at the next meeting.

Meeting adjourned at 9:00 PM.

Respectfully submitted,

Eliza Conde, Secretary

Minutes approved 11-04-2013