

**Charlemont Planning Board  
November 7th, 2024, 5:30 PM Meeting Minutes  
Via conference call and in person, Town Hall**

Members Participating: Bob Nelson, Lori Shulda-Merrigan, Jennifer Mooney, Liz Bouyea, Bill Harker

Others Participating Star Atkeson

Bob Nelson called the meeting to order at 5:30 PM.

**Agenda Items:**

1. Work on the RFP for Charlemont’s Master Plan update  
The Board added a few paragraphs to the Sample RFP to personalize it for Charlemont. They took a blurb about Charlemont from the recent RKG Economic development Study. The RFP being complete, secretary will give to administrator to advertise the RFP.
  
2. Discuss the need for Topstitch Upholstery to include a letter from property owner in Special Permit application. The applicant had said that he could not get a letter from the property owner who lives in Florida. At an earlier meeting he had said he paid every bill on various properties in Charlemont. The Board explained the situation to Bill Harker who is friendly with the applicant, Bill will look into letting him know that he needs a letter form the property owner for the Special Permit Application.
  
3. Review/Approve Minutes from 10/17 and 10/24/2024  
**Bob Nelson Motioned to approve the Minutes of October 17 and 24<sup>th</sup>. Bill Harker seconded the motion. All in favor.**

**Appointments:**

6:00 virtually attend Franklin Regional Planning Board meeting and smalltown housing working group joint meeting.

<p><i>Presentation about Dark Skies related to outdoor lighting, light pollution and municipal bylaws by James Lowenthal Smith College Professor and President of DarkSky Massachusetts.</i></p>	<p><i>6:10 p.m.</i></p>	<p><i>J. Lowenthal, Smith College</i></p>
<p><i>3. Presentation on Franklin County Regional Housing Plan and an Update on ADUs by Megan Rhodes, FRCOG Livability Program Manager.</i></p> <p><i>FRPB to be joined by members of the Small Town Housing Working Group.</i></p>	<p><i>6:45 p.m.</i></p>	<p><i>M. Rhodes, FRCOG</i></p>

Bob Nelson closed the meeting at 7:00

Documents reviewed in meeting

Minutes from for 10/17 and 10/24/2024

Agenda for 11/07/2024

Master plan RFP Sample