

**Westwood Planning Board  
Wednesday, May 21, 2020  
Meeting Minutes  
Remote Participation was Utilized**

Board Members Present: Chair Brian Gorman, Vice Chair Debbie Conant, Secretary Chris Pfaff, Dave Atkins, and Bill Delay.

Also present were Nora Loughnane, Director of Community & Economic Development and Jessica Cole. Brian Gorman recorded the minutes.

**Call to Order: 5:30 pm**

Chair Gorman called the meeting to order and announced that the meeting is being video recorded by Westwood Media Center. Chair Gorman explained the meeting procedures. This meeting was through remote participation through Zoom due to the COVID-19 state of emergency and in compliance with the Governor's Order suspending certain provisions of the Open Meeting Law and the Governor's Emergency Order imposing limitations on the number of people that may gather in one place.

Votes were performed by roll call vote.

**Review and Approval of meeting minutes from March 4<sup>th</sup> and March 17<sup>th</sup> Planning Board meetings**

**March 4, 2020 Meeting Minutes**

Chair Brian Gorman introduced the March 4, 2020 meeting minutes agenda item, and asked each Planning Board member for any comments.

- Dave Atkins did not have comments to modify the meeting minutes
- Deborah Conant had one comment to add to the minutes: When Mr Atkins was asked if there was any evidence to support his allegation in his complaint he stated "I don't know if there is any evidence outside of the meeting or I would have included it".
- Chris Pfaff did not have comments to modify the meeting minutes
- Bill Delay did not have comments to modify the meeting minutes
- Chair Brian Gorman did not have comments to modify the meeting minutes

**Actions Taken:**

Deb Conant made a motion to add the following sentence to the March 4, 2020 meeting minutes: "When Mr Atkins was asked if there was any evidence to support his allegation in his complaint he stated "I don't know if there is any evidence outside of the meeting or I would have included it"". Bill Delay seconded the motion.

The roll call vote passed 5-0 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (yes), Bill Delay (yes) and Chair Gorman (yes).

Deb Conant made a motion to accept the minutes from March 4, 2020 as amended. Bill Delay seconded the motion. The roll call vote passed 5-0 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (yes), Bill Delay (yes) and Chair Gorman (yes).

### March 17, 2020 Meeting Minutes

Chair Brian Gorman introduced the March 17, 2020 meeting minutes agenda item, and asked each Planning Board member for any comments.

- Dave Atkins did not have comments to modify the meeting minutes
- Deborah Conant had one comment to change the date in the page footer to the correct date
- Chris Pfaff made 3 motions to amend the minutes noted below
- Bill Delay had no comments to modify the meeting minutes
- Chair Brian Gorman had no comments to modify the meeting minutes

#### Actions Taken:

Mr. Atkins and Mr. Pfaff both spoke for 2 about minutes each and there was one sentence in the minutes. Mr. Pfaff does not believe that their voices were conveyed in the minutes. He proposed that an attempt be made to convey more strenuously what Mr. Atkins and Mr. Pfaff discussed this at the end of the March 17, 2020 meeting. He felt that the writing in the minutes was a bit dismissive. Mr. Pfaff wants to include Mr. Atkins and Mr. Pfaff strenuously disagreed, and he wants Attorney Goldberg's comments written verbatim, as stated above. Add 'Strong' in front of opposition. Chris Pfaff made a motion to add insert the word "strong" into that sentence in front of the word "opposition" to read "During discussion Dave Atkins and Chris Pfaff spoke in strong opposition and that they would not support the letter." Dave Atkins seconded the motion.

The roll call vote passed 3-2 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (yes), Bill Delay (no) and Chair Gorman (no).

Chris Pfaff made a motion to replace the sentence of the draft minutes from "Special Town Counsel Attorney Lauren Goldberg shared her opinion that there should be discussion about the allegation in addressing the complaint." to ""Special Town Counsel Attorney Lauren Goldberg shared her opinion "my job is to counsel the Board and that is what I have been trying to do. In my experience a response such as the one that the Planning Board has drafted would not typically be viewed as responsive. I will state for the record that in my experience this type of response does not suffice.""

Dave Atkins seconded the motion.

The roll call vote to amend the minutes did not pass. The roll call vote: Dave Atkins (yes), Deb Conant (no), Chris Pfaff (yes), Bill Delay (no) and Chair Gorman (no).

Chris Pfaff made a motion to change the author of the meeting minutes of March 17<sup>th</sup> from Jessica Cole to Brian Gorman

Deborah Conant seconded the motion.

The roll call vote passed 5-0 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (yes), Bill Delay (yes) and Chair Gorman (yes).

Deb Conant made a motion to accept the March 4, 2020 meeting minutes as amended.

Bill Delay seconded the motion.

The roll call vote passed 4-1 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (no), Bill Delay (yes) and Chair Gorman (yes).

**Adjournment:**

Debra Conant made a motion to adjourn. Bill Delay seconded the motion. The roll call vote passed 5-0 as follows: Dave Atkins (yes), Deb Conant (yes), Chris Pfaff (yes), Bill Delay (yes) and Chair Gorman (yes).