

**TOWN OF MIDDLEFIELD  
PLANNING BOARD  
May 14, 2014  
MIDDLEFIELD TOWN HALL  
MINUTES**

**Board Members Present:** Chairman Alan Vint, Cam McNeill, Maureen Sullivan, Jay Swift

**Regrets:** Michael Hale

Meeting was called to order at 5:09 P.M.

**Chairman:**

Jay Swift nominated Alan Vint as Chairman. Maureen Sullivan seconded the motion. All were in favor. 0 opposed.

**Minutes:**

April 30 minutes were tabled because of a lack of quorum from that meeting to approve them.

**Bylaws:**

Jay spoke of his term on the Planning Board 4 years ago when the focus was on an easy clean-up of the bylaws, correcting the grammar and spelling. The town would then vote on priorities with the difficult bylaw changes dealt with as needed.

The present Board has reviewed the definitions section, the model home based business bylaw, and the use tables and have been working closely with Larry Smith from PVPC. It was recommended to contact Larry for documentation of the bylaws. The Board has agreed to re-review their work in order to bring Maureen and Jay up to speed. Home-Based Businesses will be the focus of the next meeting.

**Village Center District:**

The size of the village center district and appearance of said district was discussed.

**Adjournment:**

Alan made a motion to adjourn the meeting at 6:26 P.M. Jay seconded. All were in favor. 0 opposed.

**Next Meeting:**

Next meeting will be held tentatively on May 28, 2014 at 6:00 PM.

Respectfully submitted,

Suzanne C. Lemieux  
Recording Secretary