

**NORTHFIELD PLANNING BOARD
MEETING MINUTES OF FEBRUARY 5, 2024**

Members Present: Wayne Crowley, Jason Durgin, Doug Read, Mike Witzgall, Glen Brown, Vicki Charter
Absentees: Ken Tripple
Staff: Jeane Samms

There being a quorum, Chairman called the meeting to order at 7:00 PM. Introductions were made.

- **Minutes**

Brown/Witzgall moved to approve the minutes of January 8, 2024. **Motion passed. One abstain.**

Chairman Crowley stated that SED Investment LLC withdrew their minor site plan application presented last month to add auto sales to the currently approved use of auto repair. No reason was given for the withdrawal by the LLC.

- **Odilon A Cormier Rev Trust of 2004 c/o Suzanne Arena applicant is 42 Real Estate LLC** application for a major site plan to construct a 6,000 square foot distribution warehouse to be located at South Park Drive, (Map R14, Lot 5-5) on 10.81 acres of which 3.54 acres are to be developed in the C/1-2 Zones.

David Frothingham, Senior Civil Engineer representing Wilcox & Barton, Inc and Daniel Turner representing 42 Real Estate LLC presented their proposal for a distribution center for Frito Lay. Of the 10.81 acres with a useable area of 3.54 acres, 2.3 acres will be utilized for the 6,000-sf facility, with 4 loading docks and a few parking spaces. He explained that it will be a 24-hour facility where approximately 1-2 tractor trailers would arrive daily. The driver would unload the cargo then leave; it will not be a long-term storage facility. Later, the cargo would be loaded into delivery vans to be distributed to local customers. Traffic will be minimal and a minimal number of employees (15) would be employed.

Ch Crowley noted that the owners of the property hadn't provided documentation that gave Wilcox & Barton authority to speak for them at the meeting. As a condition of approval, he wants the owner's written permission to be added to the application. The owners were in the audience and gave verbal permission and agreed to get written permission to the board quickly.

According to Mr. Frothingham, there will not be any development in the Ground Water Protection area and snow removal/storage will not be near that area. There is a paved driveway but there is no need for a new driveway. The company has complied with DOT's driveway amendment with a single driveway entering South Park Road with an area of approximately an acre of pavement for trucks to maneuver. The site is surrounded by a 20-foot buffer of trees and additional plantings and the view from Rt 140 will be minimal. There will be 24-hour downcast, LED lighting fixtures with dark sky feature. The facility is a single story with new landscaping planned to surround it and will be secured by a fence and a gate. There will be a dumpster on a concrete pad in its own enclosure. It's a small development and there are no plans for any further expansion.

Mr. Turner stated that there is a purchase and sales agreement that is being finalized, and he hopes to start building by April if the weather cooperates with a move in date in October and have the facility operational by the end of the year. 42 Real Estate owns the land and buildings, and Frito Lay company is responsible for all maintenance of the facility including sewer pumping, and municipal water system. The storm water system to collect and infiltrate runoff into a culvert meets DOT requirement of peak flows and it has an emergency overflow. It will have one office in the rear of the building with only one window in the entire building.

No waivers were required. State approval of amendment to driveway was met.

Ch Crowley said that the application is 99% complete just missing authorization.

Durgin/Brown moved to approve the application as complete for the development. **Motion passed.**

The meeting was open for public input. The owners stated that the project is a good fit for the acreage and all the other lots have been sold and will be coming before the board at some later date with applications. No other comments so the public session ended at 7:30.

The board discussed having 2 meetings to get more public input and comments as other than the owners of the property, no other abutters were at the meeting. Mr. Durgin suggested the board be polled as to whether to hold 2 meetings prior to approving the application. It was unanimous to move ahead tonight.

Brown/Charter moved to approve application as submitted with the contingency of receiving the authorization from the owners. **Motion passed.**

Condition: authorization from the owners stating Wilcox and Barton could speak for them.
Ch Crowley will write up the Notice of Decision with conditions stated.

- **Other Business:**

Ken Tripple was appointed by the Board of Selectmen to LRPC

Beth Keck was in the audience, and she is interested in applying to the Board of Selectmen to be a representative member to the LRPC for the town. She has worked for Foothills Foundation since its inception and Northfield Economic Development Committee. She has lived in the town for 12 years and has been on other committees. She is not required to attend the Selectmen's meeting when they discuss her interest in becoming a representative.

Christine Marion had sent an email informing the board that the State's Ground Water Protection Model Ordinance will be ready for discussion in mid-February. Mrs. Samms will contact Christine to see if she is available to attend the March meeting. Ch Crowley said the entire board will work on the model.

With no other business, the meeting adjourned at 7:52 pm.

Minutes approved 3/4/2024