

**NORTHFIELD PLANNING BOARD
MEETING MINUTES OF JULY 6,2020**

Members Present: Jason Durgin, Sel. Scott Haskins, Doug Read, Sheena Duncan, Wayne Crowley, Jon Cilley, Joyce Fulweiler
Also Present: Stephanie Giovannucci, David Krause;
Present on Zoom: Stephen Nix, Heidi Stoddard, Susan Slack, Nadine Stevens, Craig Bailey, Caleb Hutchins, Piene Letoumeau, Jim Miller, Matt and Josely Bruno

There being a quorum Chairman Durgin opened the meeting at 7:00 pm

- **Heidi Stoddard** - Application for a minor subdivision to create one additional lot located at 243 Knowles Pond Rd (Map R16 Lot'16) in the R1 and Conservation Zone.

David Krause representing Ms. Stoddard explained the proposed subdivision and presented two waivers. He added that they state subdivision approval is included in the application. Ms. Stoddard added that the remaining land will be kept as one lot with no further subdivisions in the foreseeable future.

Crowley/Fulweiler moved to approve the waiver for 4.5 and 5.9 as submitted and the waiver requesting need for a master plan.
Motion Passed.

Crowley/Duncan moved to accept the application as complete. **Motion Passed.**

Mr. Durgin opened the floor for public comment 7:10pm
There being none, Mr. Durgin closed the floor for public comment. 7:1 1pm

Duncan/Fulweiler moved to approve the application as presented. **Motion Passed.**

- **Virginia Livingston Trust** - Application for a Minor Subdivision to move a boundary line located at 475 Payson Rd (Map R21 Lot 8C) to Steven and Kathleen Albert 471 Payson Rd (Map R21 Lot 8C-1) in the Conservation Zone.

David Krause representing Ms. Livingston and Albert's presented the application for the lot line adjustment, stating that the frontage has been approved by the Zoning Board and this adjustment is to give the Albert's property road frontage.
Mr. Durgin suggested that the waiver of liability be done as a condition to the application as this is a class 6 road.

Fulweiler/Crowley moved to grant the waiver as submitted. Motion Passed
Crowley/Duncan moved to accept the application as complete. **Motion Passed**

Mr. Durgin opened the floor for public comment at 7:29pm.
There being none, closed public comment at 7:30pm

Crowley/Duncan moved to approve the application with the condition that both parties sign the Class VI road waiver. **Motion Passed.**

- **D&M Barton Limited Partnership** - Application for a Major Site Plan located on Cross Mill Rd (Map R04 Lot 2-1) in the R1 Zone

Stephen Nix representing Dwight Barton explained the request to proceed with the project in phases starting with phase one for 16 units. This will include resetting the catch basins and a complete recon of the binder course. Mr. Nix added that they are asking for phase one to move forward with an escrow amount of \$81,700 which would need to be recorded at the registry and then they would come back to the Planning Board for the final binder course for the remainder of the escrow.

Mrs. Fulweiler stated that the Pike Industry estimate dated 10128119 is only valid through 411120, and asked if the Road Agent has looked at the road. Mr. Crowley stated that these roads remain private.

Mr. Crowley asked what the anticipation of the remaining phases is. Mr. Nix stated that it will depend on the market as to when the next phase would take place. Finishing the cul-de-sac off to the right is going to be a large part of the project.

Mr. Crowley asked if phase one will include driveways with binder and finish. Mr. Bailey replied yes the driveways will be paved.

Mr. Crowley stated that the report from HEB Engineers in 2017 summarized a number of recommendations. What is the intent of responding to those recommendations? Mr. Bailey stated that the recommendations were for the entire project. They have followed the recommendations with this design. Mr. Nix stated that everything recommended has either been done or will be done. Mr. Haskins asked about the locations of the sewer lines by the Winni River Trail. Mr. Bailey stated that they are gravity fed lines to the sewer line. Mr. Barton added that the lines have all been tested. Mr. Crowley asked if HEB recommendation number 7, enter into a construction agreement with the Town of Northfield, is to be done. Mr. Nix stated that this depends on the Planning Board's decision. Mr. Durgin asked for a detailed list of what's going to be done during the project so they can obtain quotes for a third party engineers. Mr. Bailey entertained that a site walk would be good so they can show the Board.

Crowley/Fulweiler moved to accept the application for phase one as complete based on the original design.

Discussion: Mr. Haskins asked if the application should state 53.57 acres. Mr. Durgin stated yes it should read the full acres and should be corrected.

Mr. Durgin asked about a lighting plan. Mr. Nix stated there are street lights. Mr. Durgin asked for a change to line 32 on the application.

Mr. Haskins asked about the location of dumpsters. Mr. Barton stated that they have private pick up for the first 16 units.

Crowley/Fulweiler rescinds their motion.

Mr. Durgin opened the floor for public comment at 8:16pm

Mr. Bruno asked about the building located near phase 3, Mr. Crowley stated that it is the pump house for the well and is existing. Mr. Bruno asked about the plans for the remaining land. Mr. Nix stated that the plan is open space, not clear cut.

Mr. Letourneau stated that there is a lot of traffic going through that road now, as they planning on blocking it off.

Mr. Barton stated he is willing to put a temporary gate up after phase one is done,

Mr. Letourneau stated that some of the existing structures are damage, is there a plan to reconstruct these or demo and rebuild. Mr. Nix confirmed that the plan is to reconstruct the existing buildings, but first they will be working on the road and then the structures.

Ms. Stevens asked if the plan is to occupy phase one prior to starting on the next phase. Mr. Nix replied yes.

There being no further questions, closed public hearing at 8:29pm

Board agreed they would like to do a site walk and scheduled it for Wednesday July 15th at 5pm.

Crowley/Duncan moved to continue the application to August 3,2020. **Motion Passed**

Crowley/Duncan moved to do a site walk at the Cross Mill Village location on July 15,2020 at 5:00pm. **Motion Passed**

Mr. Crowley asked Sel. Haskins to ask the Selectboard to carry forward with the selection of the engineering firm, and once we have defined what will be done we'll be ready to move forward.

- **Anthony LaRosa** - Preliminary discussion of a minor subdivision to create one additional lot located at 617 Shaker Rd (Map R20 Lot 22) in the R1 and Conservation Zone.

Mr. Durgin asked the Board to review Mr. LaRosa's request.

Board reviewed the map supplied and agrees Mr. LaRosa seems to think he needs 250' of road frontage and he does not for the zone he is in. Board agrees that they feel he would be okay to move forward, but will need to do an application and speak with a surveyor.

- **Minutes:**

Crowley/Fulweiler moved to approve the meeting minutes of June 1,2020. **Motion Passed, 1 abstention**

Crowley/Haskins moved to approve the meeting minutes of June 3,2020. **Motion Passed, 2 abstentions**

Crowley/Fulweiler moved to approve the meeting minutes of June 15,2020 as corrected. **Motion Passed, 2 abstentions**

- **Other Business:**

Mrs. Fulweiler commented that she is very happy with the way Mr. Durgin handles the meetings.

There being no other business meeting adjourned at 9:05pm

Minutes approved August 3, 2020