

Note: These proposed minutes should be considered preliminary until they are approved by the board at a future meeting.

**NORTHFIELD PLANNING BOARD
WEDNESDAY, JULY 16, 2020
REGULAR MEETING - 4:00PM
STANLEY WICKEY PAVILION, TOWN HALL, NORTHFIELD
MEETING MINUTES**

Members Present: Stephen Seredynski, Chair (SS); Tammy Pelletier (TP); Meg Riordan (MR); Homer Stavely (HS)

Members Absent: none

Others in Attendance: Wendy M. Levy, Boards Clerk; Scott McKusick; Julia Wiggin; Steve Wiggin

I. CALL TO ORDER

SS called the meeting to order at 4:09pm.

SS introduced Scott McKusick, Julia Wiggin, and Steve Wiggin, who were there to represent Clockwork, the architectural firm hired by The Moody Center.

II. SITE REVIEW: CLOCKWORK

Scott McKusick explained the purpose and some of the plans to renovate Holton and Revell Halls and convert them to inns. As he explained, each room will be no larger than double-occupancy, and the total occupancy for each inn will be 48 people. Plans include a lighting revision.

SS asked for more details on parking and lighting plans. Scott McKusick answered, and pointed out information on the blueprints he gave to the board.

HS asked about the facility's entrance. A discussion ensued.

SS asked about the possible effects on the abutters. Scott McKusick said there are few abutters, but residents of the neighboring apartment house might be affected by the driveway/parking lot's paving project, and that this would happen during "normal" hours. SS followed up with a question about the hours of construction. Scott said they would probably be 7am-5pm or 7am-3:30pm, generally Monday through Friday; weekends being "unusual." Most of the renovations, he added, would be on the buildings' interiors, with no real structural work.

SS asked if the project is approved, when would work begin? Scott McKusick said the date is to be determined. Julia Wiggin noted they have filed all Commonwealth applications, and the properties are considered historical. SS followed with a question about whether the historical commission supports this project. Julia said, "I think so."

TP asked about possible traffic issues, and if the state will provide traffic-related signage. Scott McKusick said, "probably not." Julia Wiggin pointed out both buildings were fully occupied by school

administrators in the past, and the driveways will remain one-way in their entrances and exits. She added the flashing crosswalk near the buildings will be reinstated, and walking paths will be improved.

SS asked if the plans for the inns included food service. Julia Wiggin said no, that these inns are not bed-and-breakfasts, just "bed." She added there may be coffee service in the lobby, but no food service.

TP asked if the buildings have septic systems. Julia Wiggin and Steve Wiggin both confirmed the buildings are connected to the public sewer system, and no septic is needed.

SS said he saw no issues with the plans as presented, but he asked for limits on the construction hours: 7am-5pm Monday through Friday, with weekends as needed.

TP asked about the inns' signage. Steve Wiggin said they had not determined that yet.

MOTION BY HS TO APPROVE THE PROPOSAL WITH A RESTRICTION ON HOURS OF CONSTRUCTION TO BE BETWEEN 7AM-5PM ON WEEKDAYS, WITH WEEKENDS AS NEEDED. SS SECONDED. MOTION CARRIED 3-0. [MR HAD NOT YET ARRIVED]

III. APPROVE MINUTES

SS asked the Board to approve the minutes from the June meeting. There were no amendments and no discussion.

MOTION BY SS TO APPROVE THE JUNE MINUTES. TP SECONDED. MOTION CARRIED 3-0. [MR HAD NOT YET ARRIVED]

IV. TEMPORARY LEAVE-OF-ABSENCE FOR THE CHAIR

SS announced that because of medical reasons, he seeks a temporary leave-of-absence as chairperson of the Planning Board. His return-date is indeterminate, he noted. The current vice-chair, MR, will become chair until SS can return.

III. APPROVE MINUTES (CONTINUED)

SS distributed four sets of draft minutes from 2019: July 18, September 5, September 26, and October 7. He explained that these minutes had not been approved, and the board needed to do so because they are related to the pending campground litigation. SS reviewed the procedure for approving and submitting the approved minutes. SS explained the next steps in the pending litigation, noting two points: the lawsuit, if dismissed, could be appealed; and, the Planning Board won't be involved in the trial.

MOTION BY SS TO APPROVE THE MINUTES FOR FOUR MEETINGS IN 2019: JULY 18, SEPTEMBER 5, SEPTEMBER 26, AND OCTOBER 7. TS SECONDED. MOTION CARRIED 4-0.

V. ANY BUSINESS NOT ANTICIPATED 48 HOURS BY THE CHAIR

SS announced receipt of site plans for a proposed solar project at the brewery to power the brewery and

farm. He noted the abutters' notices will go out soon. It will soon come before the Planning Board, too, but until then, board members do not need to do anything.

A discussion ensued on the Planning Board's purview regarding solar arrays.

MOTION BY SS TO ADJOURN AT 5:25PM. MOTION CARRIED 4-0.

Submitted by Wendy M. Levy from minutes taken by Wendy M. Levy