

Brimfield Planning Board Minutes

Date: December 06, 2023

Convened: 7:00

Members Present: David Killian, Pamela “Pam” Marquis, Russell Smith, Uriah Smith

Members Absent: Noah Smith

Clerk: Marianna Kleyman, Patricia “Pat” Plasse

Public Attendees: Douglas Findlay, Harold “Patrick” Leaming, Chris McLure, Don Moriarty, Joe Collins

Call to order: 7:00 p.m.

ANR/Site Plan Review:

1. 49 Palmer Road – To continue with Chris, Don, Douglas in attendance
 - a. This is a plan for an unmanned, 2-building self-storage facility on 3.4 Ac including 6 parking spots with handicapped space and ample room to maneuver
 - i. Patrick will email ZBA permissions to planning board
 - ii. Pam asked for clarification on space to maneuver vehicles, sizes of multiple building aspects
 1. Chris & Douglas confirmed all sizes should be on the maps provided, and they can provide extra sizes as requested if something is missing. There are 24 feet worth of space to maneuver a tractor-trailer (16ft is sufficient).
 - b. Storm basins for run-off water and snow storage are included, the front is a fenced-in grassy area. There is no on-site water or sewer.
 - i. Dave asks about grassy area out front, recommends keeping extant trees to serve as buffer and aesthetic cover for the building site
 1. Chris confirms there will be no tree cutting (if needed) until the site review is completed. Recommendations for buffer trees are well-taken.
 - ii. Pam asks about materials, following new regulations for accessibility and re-seeding disturbed areas
 1. Chris confirms all rules will be followed and issues will be handled as they come. Paving material is asphalt. Building façade will be “natural” looking.
 - c. Don is an abutter, concerned with lighting levels
 - i. Chris says lighting will be wall mounted in the parking area and kept low-key. Lights will be on 24h daily but will be shielded. Agrees to have tree buffer to minimize disruption. All construction is expected to work/blend with the landscape.
 - d. Dave confirms that all documents & payments are completed. The next public hearing is scheduled for 7pm January 3, 2024. Clerk will identify engineers for document peer review. All plans will be distributed to interested parties.
2. 183 Champeaux Rd (Adam Wolfrey, online through MS Teams)
 - a. This plan is to upgrade an extant T Mobile tower. These changes are minor, and the plan provides ample statistics and information.

- b. Dave and Pam confirm everything is in order, fees have been paid, and state that no site review is necessary.
 - i. Clerk to mail information on site visit waiver → completed Dec. 11 by Marianna
- 3. Stipend Signatures → completed by Dave, Pam, Russell
 - a. Uriah needs to fill in paperwork to get paid. Next quarterly report is due by March, so should be filled during Feb 7 meeting.
- 4. Expenses – Certified Mail & Stonebridge Press
 - a. Board signs Stonebridge bill, Clerk will file with Treasurer
- 5. Beaman Rd – email from Scot Mansfield re: electrical for Solar in Warren
 - a. Email is confusing, Clerk to follow-up by email with Scot → completed Dec. 11 by Marianna
 - i. Response: email was sent to the wrong town's planning board. No further action needed.
- 6. Review Mail & Minutes → completed by board
 - a. Discussed number of printed document versions required for submissions, agreed that 3 physical copies are plenty – only health department wants physical versions, Fire & Police ok with electronic PDF.
 - i. Clerks will make sure all forms reflect this change, parties will be notified & given documents electronically, physical copies will be made available on request. Approved projects will hold onto physical copies of documentation.
 - b. October & November minutes approved unanimously (Dave motions, Pam & Uriah second for Oct & Nov, respectively)
 - i. Minor correction to attendees at October meeting → updated files will be sent by Pat to all members.

Meeting Adjourned 8:17 p.m.

Next Meeting: January 03, 2024, at 7:00 p.m.

Respectfully submitted by Marianna Kleyman

Approved by David Killian & Planning Board at Feb 7 meeting