

**TOWN OF LUDLOW PLANNING BOARD  
MINUTES OF THE MEETING OF  
March 27, 2025**

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**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Present)  
Joel Silva – Vice Chairman (Present)  
Joshua Carpenter (Present)  
Christopher Coelho (Absent)  
Kathleen Houle (Present)

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The meeting began at 7:00 p.m. in the Selectmen's Conference Room.

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**Board to Reorganize**

Mr. Carpenter: Mr. Chairman I make a **MOTION** to make Kathy Houle the secretary, we will keep the reorg open until the next meeting for chairman and vice chair until Chris can be here. I would also like to add in to formally ask for a posting of the associate member.

Mr. Phoenix: So, the motion is to keep everything the same until next meeting except have Kathy take over as secretary and to officially post for the alternate associate member position, which Kathy can't hold at the same time because she's holding a board member spot. Unless we want to just let her have two votes maybe.

Ms. Houle: I'm sure that would go over well.

**SECOND** Mr. Silva.

**3-0 in Favor.**

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**Karen Sunnarborg – Housing Production Plan Update**

*Karen Sunnarborg was in attendance for the appointment.*

Ms. Sunnarborg explained that she is working on an update of the first major part of the Housing Production Plan which is the housing needs assessment. She said that she should have the draft needs assessment ready for review within the next month and reviewed the plan update with the Board Members in detail. They discussed that a draft should be prepared to share with the public for input. Ms. Sunnarborg asked the board if they could come up with strategies for the next meeting, and to let her know if there are any additional people to contact for any input or comments.

*Documents: Ludlow Housing Needs Assessment*

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**CONTINUED PUBLIC HEARING – Site Plan – A.L.M. Group, LLC c/o Manny Goncalves – 592 Holyoke Street (Assessors' Map 3, Parcel 8B) (construction of two (2) auto sales and office space buildings with associated site improvements) (Request to continue - April 10, 2025 @ 7:00 p.m.)**

**SEE SEPARATE MINUTES**

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**PUBLIC HEARING – Site Plan – Mel O’Leary CEO: Meredith-Springfield Associates, Inc. –  
321 Moody Street (Assessors’ Map 3, Parcel 109) (to construct a new 30,200 sq ft warehouse)**

**SEE SEPARATE MINUTES**

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**ANR – Jeff Grassette – 319 West Street (Assessors’ Map 2C, Parcel 47)  
(deed Parcel D-1 to the Town of Ludlow)**

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*Jeff Grassette, Lisa Grassette, and Attorney Beth Grassette were in attendance for the appointment.*

Attorney Grassette explained that Mr. and Mrs. Grassette purchased land in which a portion was operated by the Town of Ludlow as a landfill site, which is now capped and not in use. She noted that the Town of Ludlow is still responsible due to post closure maintenance and monitoring obligations of the Town, and that it’s the intention of Mr. and Mrs. Grassette to gift that portion of the property to the Town to allow the town to have consolidated ownership.

Mr. Phoenix mentioned that the streets are not marked as public or private, and that the key to the monumentation is missing from the plan.

Mr. Phoenix: I’ll entertain a MOTION to endorse the ANR as submitted on the condition that we get a supplementary, even if it’s just something written as a letter that can be attached to it, indicating what the actual key is intended to be, and whether the streets and ways are public or private.

Mr. Carpenter: **SO MOVED.**

**SECOND** Mr. Silva.

**4-0 in Favor.**

*Documents: Master application; Plan of Land – 311 & 319 West Street Ludlow, MA (3/10/2025)*

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**CONSENT AGENDA:**

*The Board approved the Consent Agenda under unanimous consent.*

- ♦ FILE Mail Item 14. - Legal Notices from surrounding communities
- ♦ APPROVE/SIGN Minutes of February 27, 2025

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**Mail Item 15 – Donation of 3 EV charging stations – East Coast Renewable Energy (ECR)**

Mr. Phoenix: So, I’ll entertain a MOTION to forward it to the School Department and to respond to Marc, kind of just have that whole thing into one thread and say look, if somebody wants to do it, let us know with a plan and an application and we’ll look at it, but it’s up to you folks to figure out what you’re doing.

Mr. Carpenter: **SO MOVED.**

**SECOND** Mr. Silva.

**4-0 in Favor.**

**File Mail Item 16 – Legal Notice – Ludlow Conservation Commission – Murphy Pond**

**File Mail Item 17 – Legal Notice – Ludlow Conservation Commission – Lot 15 Church Street**

**File Mail Item 18 – Legal Notice – Ludlow Conservation Commission – 67 Lyon Street**

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**Mail Item 19 – Complaint re: Class III Motor Vehicle License for T & J Auto Body – 239 Hubbard Street**

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Mr. Phoenix read the complaint letter from Simon Santos regarding changing the hours of T & J Auto Body. Mr. Phoenix said that if they're not changing anything, they don't need to come to Planning.

Mr. Phoenix: I'll entertain a MOTION to have something sent over to the Board of Selectmen and/or Town Administrator asking if somebody, be it a board member, be it our liaison, be it the Town Administrator, explain to us what's going on over there and what the expectations are.

Mr. Carpenter: **SO MOVED.**

**SECOND** Ms. Houle.

**4-0 in Favor.**

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**File Mail Item 20 – Cease & Desist Business Operation at 45 Amherst Street from BJ Church, Building Commissioner**

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**File Mail Item 21 – Excess Number of Vehicles on Property from BJ Church, Building Commissioner – 935 Center Street**

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### **Remote Meetings**

Mr. Phoenix remarked that there's a bill to extend remote meetings until 2027 that's on the Governor's desk and hasn't been signed yet. He commented that remote meetings would also need to be open to the public or board members can't participate either, and that the town doesn't seem to have the infrastructure to do that. Mr. Phoenix said that he would like to request information from the Board of Selectmen as to restarting some kind of teleconferencing where people are able to remotely participate both in the name of increased public participation and meetings in general and for the increased ability for board members to participate when they happen to be taken away from the area for work or other legitimate reasons and what that would look like, and if they're not interested in doing that, why they don't think that that's a good idea.

Mr. Phoenix: If we could just get like a MOTION to have something go over, maybe just to Mark to start with, and say hey, what gives, what needs to happen, why isn't it happening, can it happen? I think that'd be good.

Mr. Carpenter: **SO MOVED.**

**SECOND** Ms. Houle.

**4-0 in Favor.**

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Mr. Phoenix mentioned that he signed the contract for Ken Comia from PVPC.

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## Committee Assignments

The Committee Assignments will be kept in place for the time being. The Board discussed whether any of the committees have been disbanded.

Mr. Carpenter: I'll make a **MOTION** to send a letter to the Town Clerk asking if any of these boards are still, are disbanded or not active.

**SECOND** Mr. Silva.

**4-0 in Favor.**

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## Town Planner Job Description

Ken Comia submitted a revised Town Planner job description which Mr. Phoenix reviewed. The discussion will be continued at the next meeting on April 10, 2025.

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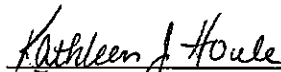
Mr. Carpenter: **MOTION** to adjourn.

**SECOND** Ms. Houle.

**4-0 in Favor.**

Meeting adjourned at 9:19 p.m.

APPROVED:

  
Kathleen Houle, Secretary

su

(All related documents can be viewed at the Planning Board Office during regular business hours.)

**TOWN OF LUDLOW PLANNING BOARD  
CONTINUED PUBLIC HEARING – SITE PLAN  
592 Holyoke Street (Assessors' Map 3, Parcel 8B)  
A.L.M. Group, LLC c/o Manny Goncalves  
(construction of two (2) auto sales and office space buildings with  
associated site improvements)  
March 27, 2025**

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**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Present)  
Joel Silva – Vice Chairman (Present)  
Joshua Carpenter (Present)  
Christopher Coelho (Absent)  
Kathleen Houle (Present)

The public hearing began at 7:44 p.m. in the Selectmen's Conference Room.

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*In attendance: attendees*

Mr. Phoenix: We do have a 7:30 continued public hearing. This is for a site plan for A.L.M. Group, LLC at 592 Holyoke Street. There is a request to continue to April 10th, 2025, at 7:00 p.m. is what I see here. Let me just kinda, on behalf of the applicant and property owner A.L.M. Group, LLC, R Levesque Associates Inc., is requesting a continuance from the March 27th, 2025 public hearing for the above-referenced project. The applicant is in receipt of review comments from the Planning Board and various department heads and respectfully requests additional time to provide requested revisions and responses (previously noted March 13th, 2025, deadline for revised materials). Should you have any questions or comments regarding this request, please do not hesitate to contact our office at your earliest convenience. Do we have the file for this one, Sue?

Ms. Urban: I have it in there.

Mr. Phoenix: Can you grab it for me please?

Ms. Urban: Sure.

Mr. Phoenix: Since this is a public hearing, I think most of the people in here have heard this from me at least once before, but the things that look like cameras are cameras, the things that look like microphones are microphones. They're doing the things that microphones and cameras are known for doing, recording your voice and your video for sharing online et cetera in perpetuity forever and ever and ever and ever and all that good stuff. So, this was originally received January 8<sup>th</sup>, and the original hearing date was February 13th. We just got stuff back on this today, Sue?

Ms. Urban: The plans?

Mr. Phoenix: Was it this one or was that a different one?

Ms. Urban: You gave them until today to submit the new plans at the last meeting, you did that.

Mr. Phoenix: Okay.

Ms. Urban: Yeah, they came in today and then you came up with the April 10<sup>th</sup> meeting.

Mr. Phoenix: Okay. Oh, that's right. Okay. I am, I'm back on track now. So, we will be looking to take that information in that came in today, send that out for review comments. So as of now, we don't have any reviewed plan that is different than the last time we met and talked about this. So the request is to continue until April 10th at 7:00 p.m. I would, I think, entertain that motion with the condition that, that that be the final session of this hearing and that if it's not, no, there just needs to be the final session of this hearing.

Mr. Carpenter: Mr. Chairman...

Mr. Silva: Mr. Chairman, do you want to add a date of final submittal?

Mr. Phoenix: No, they, they submitted, they submitted a plan. So, if they submitted a plan, it came in, it got looked at, it went back, they made changes, they turned them in today, they get reviewed. Whatever they turned in today is I think the last bite at the apple. If that doesn't work, then we need to just vote on it at that time. You know, we gave them until today they got it in today. If they got it in two days ago, maybe it could have gone out for review comment before today even. But that didn't happen. It came in today, which, you know, I'm not gonna fault them, if that's the deadline we gave them. That's what we gave him.

Mr. Carpenter: Mr. Chairman?

Mr. Phoenix: Yes.

Mr. Carpenter: Just for my own peace of mind and not predicting the future. If that meeting goes on for a while, would you want that vote done on 4/10 or would you be open to extending another meeting if we had the actual hearing on the 10th?

Mr. Phoenix: Yeah, you're, I think you're right. And then there's also what happens if we only have three members here.

Ms. Houle: And just for your information, and Sue already knows, the last meeting in April, I will not be in town.

Mr. Phoenix: Okay, let me rephrase then. I will entertain a motion to continue to April 10th, 2025, 7:00 p.m. here in the Selectman's Conference Room with the understanding that that session, if it is able to take place, is intended to be the last session of this public hearing and that whatever version of the plans has now been submitted is the one that we plan to act on.

Mr. Carpenter: **SO MOVED.**

**SECOND** Ms. Houle.

**4-0 in Favor.**

*The public hearing was continued to April 10, 2025 at 7:00 p.m.*

APPROVED:

*Kathleen J. Houle*  
Kathleen Houle, Secretary

su

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Documents: Request for continuance from Nina Fazio, R Levesque Associates (March 12, 2025)

*(Documents pertaining to this hearing are available for viewing in the Planning Board Office during regular business hours).*

**TOWN OF LUDLOW PLANNING BOARD**  
**PUBLIC HEARING – SITE PLAN**  
**321 Moody Street (Assessors' Map 3, Parcel 109)**  
**Mel O'Leary CEO: Meredith-Springfield Associates, Inc.**  
**(to construct a new 30,200 sq ft warehouse)**  
**March 27, 2025**

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**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Present)  
Joel Silva – Vice Chairman (Present)  
Joshua Carpenter (Present)  
Christopher Coelho (Absent)  
Kathleen Houle (Present)

The public hearing began at 7:53 p.m. in the Selectmen's Conference Room.

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*In attendance: Mel O'Leary – Meredith Springfield Associates, Inc., Jeff Randall – Hill Engineers, attendees*

Mr. Phoenix advised the public that the hearing is being recorded, gave the applicant a copy of the Turley Publications invoice, and read the legal notice which included the description of: to construct a new 30,200 sq ft warehouse.

Mr. Phoenix: I do have, let's see, that for comments that we've received so far. I have from Public Works: *We have reviewed the site plan for 321 Moody Street prepared by Hill Engineers, Architects, Planners, Inc. with the latest issuance date of February 27th, 2025, with a draft date of 3-24-25 and have the following comments. 1. The contractor must obtain a trench permit for the utilities install, utilities installation onsite and a sewer connection permit for sewer connection from the new building. Sewer connection fee shall be established by the DPW. Submit a copy of the NPDES Construction General Permit and the SWPPP when completed and submitted before the land disturbance commences. If you have any questions regarding these submittals, these comments, please do not hesitate to call. We reserve the right to review and comment on revised submittals.* I have an application for storm water permit, et cetera as part of that packet. Board of Health says N/A. Fire Department says: *In accordance with the Town of Ludlow Bylaws, a rapid entry system "Knox Box" is to be ordered and approved by the Fire Prevention Office. The mounting location of the box to be approved by AHJ. Sprinkler system Plan Review to be conducted by the Fire Prevention Office. Fire Alarm System Plan Review to be conducted by the Fire Prevention Office. Liquified Propane Gas Permit required for storage of propane greater than 42-pound aggregate capacity. Please note, any emissions or missed items during this plan review does not relieve the owner or contractor from meeting all applicable codes, laws, regulations, and standards as they apply to the construction, maintenance or use of this building. Please feel free to contact this office if you have any questions or concerns regarding this matter. Respectfully, Captain Ellison, Fire Prevention Officer.* ConsCom says no issues. What's this? From Westover Air Reserve Base: *The engineering team reviewed everything. We have one request which asks the builder if they will use a low roof reflectivity, roof, roof coating for the warehouse. That building will sit right next to our clear zone, which means the pilot's taking off and landing could potentially be affected. If*



*there is significant glare, we cannot require it per se, but we sure would appreciate it. And from Ken Comia, our acting planner for now, it's a little bit different format than what we had with, with Doug on board. So just kind of bear with me as we go through it. We have the stamp and signatures present on plan ---. Just looking for anything that's an issue.*

Mr. Carpenter: Mr. Chairman, I reviewed this earlier, and I didn't see anything that Ken said jumped out either.

Mr. O'Leary: We don't have a copy of that one, Sue.

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Ms. Urban: Oh, the one from Ken? Probably not. That's like the planning review of it.

Mr. O'Leary: I haven't seen it.

Mr. Phoenix: There's just a, basically everything's, looks like he's good with it. Just has a note that waivers are requested for the following signage design with dimension and locations and traffic study.

Mr. O'Leary: Was that the signage?

Ms. Houle: Yes.

Mr. Phoenix: Yeah, That's the only real note that he has on there is far as anything that could even remotely be called an issue. And I'm sure that somewhere in the packet there is a...

Mr. Randall: There's a waiver request form in there. We used your form, I believe it's just a couple pages up after the narrative, the application, there's a little bit of a narrative and then there's a form in red. Yep, there it is.

Mr. Phoenix: Dear Planning Board Members, standard form, three for signage design with dimensions, locations is circled for no new signage and traffic study, no change in proposed traffic. So, that is the waivers that are requested and why. That's the comments that we've gotten. Now that we've talked about what other people think about it, let's hear what it is. What are you guys looking to do?

Mr. Randall: Sure. I'm Jeff Randall from Hill Engineers. Of course. Mel O'Leary. And I do have a board here. I don't know if the public's trying to see this. I apologize if I can't get it back far enough for everybody to see it, but...

Mr. Phoenix: If you can maybe put it over there.

Mr. Randall: Sure, I can stand wherever you.

Mr. Phoenix: You have a copy to look at?

Mr. Carpenter: I have a plan over here if I need it.

Mr. Randall: So, this is the package that, I'm Jeff Randall again, this is the package that we did submit. I printed this one in color. I think some of these were in color. Basically, I just wanted to show the overall, the aerial of the site, the drawings that follow are the identical of what's shown

in this picture. Sometimes seeing a picture is better than looking at the drawing. So, I just included this as well. I did list all the site related data, what's there. There's an updated zoning table on the end in the package here we'll get to, and I'll just run through quick. This is the existing site plan that we were just looking at in that aerial picture. The red box, the notes, our working area. So that's a blow up on the next sheet is the CX101. The next sheet shows it. This is the main facility. We're at 321 Moody Street, the existing access drive. So, we're just looking in this corner right here. This will remain the same. As we flip up to this next one, that's the blow up that we were just looking at. So, this kind of dark dash line, this is what the warehouse building looks like in relationship to that parking lot that's there right now. So, this is the outside of the parking lot, and this is also used as the erosion controls. So, I submitted this plan with it as well. But this is where we're working, this 30,000 square foot warehouse building on this site. And we'll get to the next sheet. This is the overall, which shows how the site will look with the existing building. This is the warehouse. And again, this will be the blow up in the corner, but I went through all the IC zoning stuff, the setbacks that we've got, you know, from the front yard, side yard, rear yard. And I listed 'em all out here. What it is now based on the existing building and what we're proposing, we meet all the setbacks. The combined building, this lot is 7.78 acres. So, the two combined buildings will still be well under the 50%. I think we're at 30.8 and that's listed in the table as well. We are temporarily displacing some of the parking that's there and we do have plans to replace that at the end, which is what you see in these two pieces. So, this is just calling out this blow up that's gonna show up on the next couple of sheets that we're looking at. So again, here's the blow up of the building itself with the parking lot that we're gonna show on the west. Well actually, we've got the loading docks on the east end. We've got a parking lot here along the building itself. And then we have another parking lot on the west end. So, all told this is 37 spaces, which is more than enough. We're not impacting the spaces that are already in front of the building that are gonna remain. And basically, we show the loading dock here with three docks and inside that package I showed some circulation drawings. They're smaller at the, they're at the very end. I didn't include 'em in this set here, but it shows how the trucks will, flip through to like the last four pages I think, how the trucks can move from this loading dock, go into some of the existing, and then move materials through this plant right back to these docks. That's, and I used auto turn, you can see the size truck that we use, which is a 53-foot box. So, this plan here was pretty much the layout, how I laid it out, the spaces, what we're proposing to do, the plantings. So, if you look, remember back there was a, there was an island, an existing island right here. And basically, we didn't remove any of that island. I actually stretched that island out. So, the island got bigger. We put plantings along the building to try and keep the circulation islands going. We didn't cut down any trees. I proposed there was one tree that got removed. It wasn't a tree, it was a bush, pretty big bush that's right next to that sign that you see in the picture. Only because we had to tie, we had to tie into this existing structure. So, I didn't think that shrub was probably gonna make it, but we did. And I'd listed all the plants that we're putting back here, which is we're taking one and we're putting back quite a few more. There is some like natural regeneration along this edge, but they're not planted drawings, they're just twigs that are kind of growing out. And we did, I did show this kind of looped access road. This is mainly a construction road so they can get around this building when it's built and then we'll grass this over. But I thought we'd leave it in case if Mr. O'Leary needs to access the back of this building, the gutters or whatever, we do kind of have access here and don't let the brush just close in on us.

Mr. Phoenix: Or the fire department.

Mr. Randall: Yeah, exactly. If they wanted it, I mean it'll be sprinkled, they'll probably have a, you know, a hookup there. But we left it just for everybody's sake. So, that was the planting plan

and the layout plan, showing the building, the sizes. The next sheet is the utility plan, the grading plan. So basically, there's an existing detention basin right here. And this lot slopes kind of, I don't know, west to east, kind of gently coming this way. The rest of the site is kind of its own entity. This water doesn't run anywhere this way now and it won't in the future. So basically, we tried to, I put a trench drain here at the bottom of the dock. We're running it through treatment structures, like your requirement, your requirements in stormwater, in your stormwater section 7.2. So, we're treating it. And all those drainage calculations that you see in there, I designed it that when this water gets to this point for the two, ten, and a hundred, there's no increase from what's going there now. So, it's running there now. We're putting this stuff in. When it gets there, there won't be any change. And there's a table in there that summarizes that. And the last sheets were just detail sheets. And you saw our waiver request. I don't, I talked to, oh, Jim had some comments, and I did, I didn't copy you guys on the updated plans yet, but I did update him per his notes to include his stuff about the NPDES permit. So, it's in our, the file, you know, the final set when I make a Mylar and it comes back to you guys and it goes back to Jim, it'll be in there.

Mr. Phoenix: Okay.

Mr. Randall: And I sent it to him. That's what his comments were, that we covered that. But these comments that I added and sent to him will be on the Mylar set.

Mr. Phoenix: So, just to kind of go back over, that was the storm water permit before land disturbance commences, which, you know, that's fine, that's gotta happen anyway. And the, the trench permit is kind of more, just a notifying reminding kind of a thing.

Mr. Randall: Yep.

Mr. O'Leary: Stormwater permit's already in.

Mr. Randall: Right. This is a separate EPA one. So, Town of Ludlow has their, has a permit and the EPA has one as well.

Mr. Phoenix: As far as the other comments that we've gotten. And we already touched on that there's the waiver request. There was that comment from Westover as far as the roof. Is anybody able to comment on any intentionality with that?

Mr. O'Leary: Well, we have a company plane and we're on the base. We're taking off and landing there, so we're gonna do what they ask. If they recommended it, it's for our safety too, so we'll do our best to accommodate that.

Mr. Phoenix: Okay. Other than that, I think the only other one that we really had was Fire. And again, Knox Box is a fairly standard thing that they're asking for, that doesn't necessarily always show up on the plan but is definitely good to keep in mind. And then...

Mr. O'Leary: Excuse me on that, there's one on the site already.

Mr. Phoenix: Okay.

Mr. O'Leary: Have one now with the fire department.

Mr. Phoenix: Okay. And is that gonna work for the additional structure as well? Or I don't know if fire might want one on there too.

Mr. O'Leary: Well, the whole property is fenced off and they requested that the box be on the outside of the fence.

Mr. Phoenix: Okay.

Mr. O'Leary: So, we'll probably just add, if we don't key the new building the same, which we probably will, we'll just probably put more keys in the existing box.

Mr. Phoenix: No, I would assume, as they say, the mounting location of the box should be approved by AHA. So, if it's fine where it is, I'm sure it's fine where it is.

Mr. O'Leary: That's where they wanted it. Yeah.

Mr. Phoenix: And then sprinkler system plan review to be conducted. Alarm system plan review to be conducted. So obviously, you know, they want to take a look at, at that documentation, go over that. And then as far, the only other thing on there's the, the propane that you need to get a permit if you've got over 42-pound aggregate. So, nothing necessarily that shows for site plan, mainly just informational comments, making sure that stuff is top of mind.

Mr. O'Leary: If I can comment on those. We don't intend to put propane on the site. And what our past practice was for the building addition that we put on in 2021, what we did first was bring in our insurance carrier and consulted with them on everything to do with fire protection and the fire alarm system and everything. And we more than complied with what the insurance company wanted and then we put it in front of the fire department, and it sailed right through.

Mr. Phoenix: That sounds pretty good to me. This is a public hearing, so before we go much further, let me start by just asking the board for any comments, questions, or concerns. And then I'll go to the public and then we'll see what we can do in any way, shape, or form on the matter in front of us.

Mr. Carpenter: Mr. Chairman, just one question on the traffic flow on the site.

Mr. Phoenix: Sure.

Mr. Carpenter: I'm seeing a lot of exits. I'm not seeing a plan or a traffic pattern for entry. Are they gonna go between the two buildings? Or are they gonna go around the existing building and then?

Mr. O'Leary: Yes, they'll go between the two, what will be the two buildings.

Mr. Carpenter: So, they'll come in through the driveway, through the two buildings, kind of take a left and then back into the dock?

Mr. O'Leary: Yes. That's what we're doing now.

Mr. Randall: Correct.

Mr. O'Leary: And at the other end, at the other end they'll pull up and back in.

Mr. Randall: Yeah. I didn't show entry and exit. I just tried to show, because the trucks are already going in and out I didn't.

Mr. Carpenter: So, in through...

Mr. Randall: That's right, yeah.

Mr. Carpenter: ...basically the same thing. Just out.

Mr. Randall: Yeah, I think, I thought there was one more. No?

Mr. Carpenter: There's one. Yeah, this one is leaving out. This one's coming in, going out too. So, it's just this was backwards.

Mr. Randall: Okay. Sorry about that.

Mr. Carpenter: Yeah, no, no worries.

Mr. Randall: I tried to give you a, different varieties of showing traffic inside.

Mr. Phoenix: So, Josh, do we need in arrows there too or?

Mr. Carpenter: No, no, no. I think I'm, I'm fine with it.

Mr. Phoenix: Okay. Anything else?

Mr. Carpenter: No, I'm good.

Mr. Silva: Where would be the new storage area? Snow storage, I'm sorry, of the new building.

Mr. Randall: Yep. So, I showed two different spots. I don't know, it's on, must be on the previous sheet. So, I showed at the end of the driveway going up towards that right of way. So, I showed one spot. Let's see if I got it. So, I showed snow storage existing and then I showed another one going this way that this snow could be pushed this way as well. So, I showed the two spots there.

Mr. Silva: Okay. I missed that. Okay, thank you.

Mr. Phoenix: Anything else Joel?

Mr. Silva: No, I'm all set.

Mr. Phoenix: Kathy? Okay, so nothing from the board at this time beyond what we've already talked about. So, I will open it up to the public for any comments, questions, or concerns that you may have. If you do have anything, I would ask that you state your name and address for the record and ask any questions through myself as the Chairman and I'll do my best to get you any information that you need. Does anybody have anything to add or ask at this time? Hearing nothing. I doubt that the board has come up with anything new in the last 30 seconds. So, I suppose the first order of business would be to take a look at the waivers that were requested to

be 7.1.5o 3. for the signage. Considering they're not looking to change the signage and 5. for the traffic study, considering they're not really looking to change the traffic to and from the site. Is there a motion on the waiver as requested?

Mr. Carpenter: I make a **MOTION** to approve the two waivers requested.  
**SECOND** Ms. Houle.

Mr. Phoenix: So, to be clear, that's 7.1.5o 3. and 5.

Mr. Carpenter: Correct.  
**4-0 in Favor.**

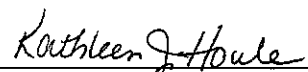
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Mr. Phoenix: So, the waiver is all set. On the matter itself and on the public hearing, I'd be interested in taking a motion unless somebody has some other discussion.

Mr. Carpenter: Mr. Chairman, I **MOVE** to approve the site plan for Mel O'Leary of Meredith Springfield Associates at 321 Moody Street and close the public hearing.  
**SECOND** Ms. Houle.  
**4-0 in Favor.**

*The public hearing closed at 8:10 p.m.*

APPROVED:

  
\_\_\_\_\_  
Kathleen Houle, Secretary

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Documents: Site Plan Approval Application (February 27, 2025); Comments from town boards/departments, Kenneth Comia - PVPC, Karen Magnus – Westover Air Reserve Base; Application for Stormwater Permit; Site Plan – Meredith-Springfield Associates, Inc. – 321 Moody Street Ludlow, Mass. (3-24-25)

*(Documents pertaining to this hearing are available for viewing in the Planning Board Office during regular business hours).*