

**WINTHROP PLANNING BOARD MEETING
WEDNESDAY, JANUARY 8, 2020
7 PM**

Winthrop Town Office (Small Conference Room)
17 Highland Avenue

7:06 Call to Order

Present: David Lee, Gary Dawbin, Lou-Anne Parker, Rick O'Brien, Ed Vigneault, Conrad Gilman, Mark Arsenault – CEO

Public, per sign-in sheet: Jason Hall, Ben Sechrist, Wendy Dennis

Case #559 – National Filter Media – Request for a conditional use permit for Expansion of a Commercial Use for an addition in the General Commercial Zone at 12 Winada Drive (Town Map 2 Lot 6-A).

Rick – can you give us a brief thumbnail of what you're doing. Ben Sechrist – during my time there has been at least four failed attempts to put an addition on the building.

Jason Hall – we are looking to add 7,000 square feet on the east side of the property and 800 square feet on the west side. Ben - currently we have our stock at the third building on the left and transport it using a box truck up to the main building as needed. The 800 foot expansion will allow us to expand the office and break room.

Rick – how many employees do you have? Jason – in all three buildings we have 50 and in the main building 26. Rick – is parking an issue? Jason – we're moving the loading docks to the addition to make better use of the parking lot.

Open to the Public

Wendy Dennis – the development of the Winthrop Business Park require a Site Location of Development permit from DEP. There was a large basin that could handle a certain amount of stormwater and allowed up to 55% of the park could be disturbed.

DEP prior notification is not needed prior to expansion but annual notification is required.

Public portion closed

David – what's the timetable of the project? Ben – we'd like to break ground in March. Jason - The company that makes the building can deliver six weeks after it's ordered.

Rick – what do you do? Ben – shared a lot of the company history and products.

Gary – it would be helpful to have a site plan to review. Ben – final plans are yet to be developed pending your review and approval.

Ed – will a fair amount of fill need to be added? Jason – not really, the existing drainage ditch will be maintained.

Ed – I make a motion that we approve Case #559 – National Filter Media – request for a conditional use permit for Expansion of a Commercial Use for an addition in the General Commercial Zone at 12 Winada Drive (Town Map 2 Lot 6-A) with the conditions that (1) proper erosion control measures are established during construction and (2) as requested by Cobbossee Watershed District, all runoff from the additional development be directed to the approved existing stormwater treatment infiltration pond in the Winthrop Business Park.

Gary seconded. Passed 6-0.

Other Business

None.

Approval of any Minutes

None.

Meeting adjourned.

Respectively submitted by David Lee