TOWN OF NORTHFIELD, VERMONT
MEETING OF THE PLANNING COMMISSION
Minutes of November 3, 2026
6:30 pm at Brown Public Library Community Room

The meeting was called to order at 6:30 pm by Chair Royal DeLegge.

Roll Call: Present for the meeting were Planning Commission members Royal DeLegge, Lucas Herring, Elroy Hill, and Doug Shiok. Brian Massey was absent. Also present: Mitch Osiecki, Zoning Administrator & PC Clerk and Tom Davi, Economic Development Director.

Mike Miller, planner for the City of Montpelier, joined the meeting via Zoom, but did not participate in the meeting. All others were present in the Community Room.

Adjustments to Agenda: No adjustments offered.
Mitch clarified that the agenda under discussion was the revised agenda posted on Monday, Nov 1.
Motion: Lucas moved to approve the agenda. Elroy seconded.
Vote to approve: 4-0.

Public Participation: Mike Miller from Montpelier was in attendance via Zoom but offered no comments. Tom Davis was also present.

Minutes
Motion: Doug moved to approve the minutes of the October 6 meeting. Elroy seconded.
Vote to approve: 4-0.

New Business
Tom Davis spoke briefly about ongoing efforts to establish a train stop in Northfield.

Tom noted that both the Agency of Transportation and the Governor's office have expressed support for this proposal. A bit of infrastructure will be necessary, particularly a kiosk to support the stop, parking, and a multi-modal facility for passengers.

Surveys conducted by the town have demonstrated lots of support for a train station in town, both Norwich University and the community at large. The financial benefit to the town has also been well-established.

Tom requested that the Planning Commission sign a letter of support for this project, which will be used to pursue a Better Connections Grant.

Lucas asked whether the town has reached out to TriValley Transportation (bus service). Tom has reached out to them.

Question posed as to whether a train station will require any transfer of land. Tom responded that the required facility can be built within the RR right-of-way. Town anticipates a smaller structure with a capacity of about 20 people.

Motion: Doug moved that the Planning Commission provide a letter of support. Lucas seconded.
Vote to approve: 4-0.

Old Business

Revision of Town Plan

Tom noted that the town has some $16K in unused funds that may be able to be applied to this work. Mitch will proceed with a Municipal Planning Grant application as well.

This project is expected to get underway in 2027 and conclude in 2028.

CVRPC Updates
Royal shared some updates from the CVRPC:

- CVRPC held the second of two public hearings on Oct 20 to consider adoption of an updated regional plan. The regional plan is on track for adoption by the end of the year.
- CVRPC Executive Committee made an error in warning a recent meeting. That meeting has been rescheduled for next week to resolve the warning issue.

Zoning Updates
Mitch shared a summary of ongoing zoning projects and issues**:**

- Mitch reported a minor issue regarding collection of zoning fees for a project the DRB approved recently.

- As is common this time of year, zoning activity is relatively sparse.

Correspondence
None

Next Meeting: December 1, 2026, at 6:30 pm.
Note: The Select Board typically gets active with budget meetings in December. If there is a conflict with our meeting, the Planning Commission may move to the municipal building. Meeting will still be available for remote attendance. Mitch will advise if there's a change in venue.

Adjournment: Lucas moved to adjourn; Elroy seconded. **Motion passed, 4-0.**

Meeting adjourned at 7:00 pm.