

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday November 4, 2015

The meeting was called to order by Chairman Mark M. St. Pierre at 6:30 P.M., followed by the Pledge of Allegiance.

Initial Business:

Roll Call:

Regular Members:

Present: Chairman Mark M. St. Pierre, Vice Chairman Mark Frank, Selectmen's Representative Leo Enos, Andy Nadeau, Ben Southworth, Rusty Scott and Justin Carter.

Alternate Members:

Present: Don Doolan, Greg Westcott, Penny Noyes, Rick McCarten and Barbara Peaslee-Smith.

Others attending: Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

To review and approve the minutes of the October 14, 2015 meeting.

It was asked if the letter from Chairman Mark M. St. Pierre to Mr. Hicks mentioned in the minutes was written and sent. Benjamin Gaetjens-Oleson informed the Board it was done as requested the next day.

A motion was made by Leo Enos and seconded by Rusty Scott to approve the minutes as written. A vote was taken and the motion carried.

Appointments: None

Submission of Applications: None

Public Hearing(s): None

Other Business:

Commercial Building Permit(s): None

Voluntary Merger(s): None

Recent Zoning Decision(s): None

Announcement(s)/Correspondence(s):

Mr. Gaetjens-Oleson gave an update on the Hicks Major Subdivision (he read the letter that was sent to Mr. & Mrs. Hicks). He stated Mr. Hicks wasn't extremely happy about the delay or need for the engineering plan. Mr. Gaetjens-Oleson stated he reminded Mr. Hicks that he caused a delay by changing his original plan at the last minute in September. Mr. Gaetjens-Oleson also informed the Board that Water/Sewer Superintendent Tim Bilodeau looked at the road layout and utility plan prepared by Tim Sutherland and he would like to see the water line be 6" so a hydrant could be placed along the new road. Dennis Donnelly the Highway Foreman also reviewed the plan and stated he would like to be consulted by the engineer so he can inform him if the road standards the Town is utilizing.

Mr. Gaetjens-Oleson asked the Board if they felt a bond should be required for the road construction and utility improvements proposed. The Board did not feel that would be necessary as

long as the relevant Department Heads would be comfortable acting as oversight for the work. It was asked if the Town would be asked to take over the road. Mr. Gaetjens-Oleson stated he believed that was the eventual plan as well as the Town taking ownership of the water and Sewer additions. It was stated that until the Town took over the road a Road Maintenance Agreement would need to be created and Liability waivers recorded prior to building permits being issued.

Mr. Gaetjens-Oleson reminded those present that the Volunteer Dinner is November 18th and if people wanted to attend they needed to RSVP the Town Clerk as soon as possible.

Mr. Gaetjens-Oleson had a discussion with a representative of Waterstone Retail concerning potential tenants to the vacant storefronts at the Shaws plaza. They are trying to fill the space and are considering anything. Businesses such as exercise gyms, regionally and nationally recognized restaurants and various other retail were discussed.

Mark Frank was polling the Board about productive and convenient ways to share information with people throughout the State. It was felt a direct presentation or training is the best way. Possibly create a "Train the Trainer" program for regional distribution. Schedule joint sessions with other Towns and Boards.

Noting that there was nothing further to come before the meeting a motion was called for to adjourn.

A motion was made by Leo Enos and seconded by Rusty Scott to adjourn. A vote was taken and the meeting adjourned at 7:20 P.M.

Respectfully,

Sandra E. Doolan
Sandra E. Doolan – Clerk

Approved: 12/9/15
Mark M. St. Pierre
Mark M. St. Pierre - Chairman