Lancaster Planning Board
Minutes of Meeting

Meeting held upstairs in Town Hall **Wednesday – April 13, 2016**

The meeting was called to order by Chairman Mark M. St. Pierre at 6:30PM, 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, Ben Southworth and Rusty Scott.
Absent: Andy Nadeau and Justin Carter
Alternate members:
Present: Don Doolan, Greg Westcott, Penny Noyes and Rick McCarten.
Absent: Barbara Peaslee-Smith.
Others attending: Tim Sutherland, Surveyor; Fran Parisi and Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

Chairman Mark M. St. Pierre moved alternates Donald Doolan and Rick McCarten up to voting members in place of Justin Carter and Andy Nadeau.

To review and approve the minutes of the March 3, 2016 meeting.
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

Public Hearings:
Minor Subdivision
Case# 786 – Isaac & Mara Hicks – Applicants request a minor subdivision to divide 1 lot consisting of approximately 9.01 acres with frontage on Spring Street into two lots. Said minor subdivision will result in lot 1 – 1.36 acres and lot 2 – 7.65 acres. Land zoned Residential. (Tax Map R09 – Lot 055 (9.01 acres), 14 Spring Street). **Review Application for Completeness. Vote on Final Approval.**

Surveyor, Tim Sutherland is present to represent the applicants and distributed plans to the Board for review.

Penny Noyes arrives at 6:35PM.

Vice Chairman, Mark Frank asked Mr. Sutherland if anything on the plans he passed out was different from what was submitted with the application. Mr. Sutherland stated there was a note added to highlight that access to Lot 2 would be by Spring Street from the Elm Street end. Penny Noyes asked if Spring Street would be developed along its whole right of way to Water Street. Mr. Sutherland did not feel that would ever happen and only believes it would be extended approximately 250' to where he placed a pin. Mr. Sutherland continued by adding that the purpose of this subdivision was

just to split the house from the rest of the land so the house could be sold and leave further development of Lot 2 for a later date. He did attend a recent Selectboard meeting and asked them their thoughts on Spring Street being further developed to accommodate buildable lots on Lot 2. He said they found no problem with that if it is ever needed and Selectmen's Representative, Leo Enos, confirmed that. Donald Doolan felt Lot 2 could be further subdivided with each lot accommodating a septic based on the soils.

A motion was made by Donald Doolan and seconded by Leo Enos to accept the application as complete. A vote was taken and the motion carried.

Chairman St. Pierre opened the Public Hearing by asking if the applicant or their agent had anything further to add. Noting there was nothing to add he then asked if there were any abutters who wished to speak to the case. Noting there were none present he then asked if anyone from the public wished to speak to the case. Noting there were none the Public Hearing was closed with discussion opened only to the Planning Board.

Benjamin Gaetjens-Oleson read the following condition that he felt should be included with any approval: Access to Lot 2 shall be off the Spring Street right of way from the Elm Street access. Lot 2 shall not be considered a buildable lot and no structure shall be placed or building permit issued for any improvement until access is constructed along the Spring Street ROW. All upgrades and new construction shall be the responsibility of the owner and at their expense. Any and all work done shall be to Town specifications and may require additional review and approval from related Departments or Boards prior to beginning.

Mr. Sutherland asked who would be reviewing the plans for the road and infrastructure upgrades. Mr. Gaetjens-Oleson stated the relevant Departments would as well as the Planning and Select Boards. Mr. Sutherland felt the Planning Board should be specifically listed that way. Mr. Gaetjens-Oleson agreed he would change the condition by listing the Planning Board more specifically to read: Access to Lot 2 shall be off the Spring Street right of way from the Elm Street access. Lot 2 shall not be considered a buildable lot and no structure shall be placed or building permit issued for any improvement until access is constructed along the Spring Street right of way. All upgrades and new construction shall be the responsibility of the owner and at their expense. Any and all work done shall be to Town specifications and may require additional review and approval from the Lancaster Planning Board and any other related Department or Board prior to beginning. Mr. Sutherland and the Board were satisfied with the change. At that point Chairman St. Pierre called for a motion for Final Approval.

A motion was then made by Leo Enos and seconded by Rusty Scott to accept the plan for final approval with the finalized condition. A vote was taken and the motion carried.

Greg Westcott arrived at 6:50PM.

Other Business:

Preliminary Conceptual Consultation: Varsity Wireless concerning installation of Telecommunications Tower.

Fran Parisi of Varsity Wireless came to give a brief introduction of a plan to place a new telecommunications (TC) tower in Lancaster. Mr. Parisi began by first introducing himself and his company as one that sites TC towers and retains ownership of them to then lease space for companies to place equipment on.

Sandra Doolan arrives at 6:55PM.

Mr. Parisi continued by saying his company placed the tower in Jefferson behind the Water Wheel Restaurant and just gained approval to place another in Jefferson just off North Road. They are also looking at a site in Nurthumberland to place another tower to help fill the areas along Route 2 and the outlying places that

aren't reached by the existing towers. He explained that with the ever changing technology and increased number of cell phone users the need for more coverage is great. Where many people now use cell phones as their primary contact, replacing land lines, 911 response is more effective when the signal to the phone being used is strong. The tower on Mt. Orne does not cover the whole Town, requiring additional equipment to reach Route 2 north and south as well as the east of Town along North Road.

Ben Southworth arrives at 7:03PM.

Mr. Parisi went on to say they use engineers to evaluate the need and best siting in a community before approaching the Town. Their typical leases are made to Verizon Wireless, AT&T and USCellular. He stated that although Mt. Orne does cover the downtown area the additional tower will make that coverage more robust due to the amount of use in that area. He has reviewed the Town's Site Plan and Zoning Ordinances and does not anticipate needing any variances through the Zoning Board but probably some waivers from the Planning Board. They are anticipating placing a 190 foot tall monopole off Route 2 across from the Cabot Motor Inn behind the old Four Dorrs Restaurant. It will not be at the highest point of the land allowing it to be back-camouflaged by the hillside when viewing it from many angles. Visibility will be kept to as minimal as possible.

Mr. Frank asked if surrounding communities would be noticed of the proceedings. It was stated that communities within 20 miles of Lancaster required noticing. Mr. Frank also asked about a fake tree as a pole design. Mr. Parisi stated that could be an option if required but his experience has been that they do not add much, if any, camouflage to the tower. Mr. Doolan asked if TC towers were addressed in the Master Plan. Mr. Gaetjens-Oleson stated he did not believe there was any specific mention of them. Ben Southworth asked if utilities (power) would be above ground. Mr. Parisi stated they did not decide that yet but typically like to install above ground utilities whenever possible due to cost. Greg Westcott asked if provisions were made for when the tower needed to be removed. Mr. Parisi stated that the landowner they are leasing from wanted it in the lease that the tower would be removed when it is no longer needed but usually there are Town requirements to post bonds for that event.

Mr. Gaetjens-Oleson asked about providing space at no charge for emergency services radio equipment if a need arises to place some on the tower. Mr. Parisi explained he is happy to work with the Town and encourages the Fire Chief to discuss any potential plans with him so they may be incorporated into the tower design. Mr. Gaetjens-Oleson also informed Mr. Parisi and the Board that he would qualify this as a Major Site Plan requiring a minimum of 2 meetings and he asked Mr. Parisi what his timeframe for submission was. Mr. Parisi hoped to formally come before the Board by June but he would work with Mr. Gaetjens-Oleson to coordinate submissions and timeframe for noticing of the Public Hearing and balloon test.

The Board thanked Mr. Parisi for attending the meeting and discussing the preliminary plan for his project and they look forward to seeing him in the next few months.

Review of Proposed Amendments to Planning Board Rules of Procedures: The Board decided to review this at their next meeting and bring for a vote.

Review Community Facilities Chapter (CH. 5) of Master Plan: Due to the time the Board decided to review it at the next meeting.

Commercial Building Permit(s): One was issued to the owners of the car wash for a solar PV system.

Voluntary Merger(s): None

Recent Zoning Decision(s): None

Announcement(s)/Correspondence(s):

Mr. Gaetjens-Oleson stated that the Spring Planning and Zoning Conference scheduled for April which was postponed until June has opened up registration. He will email the Board a link to the page for registration.

Election of Chairman & Vice Chairman: Chairman St. Pierre asked if anyone was interested in serving as Chairman and Vice Chairman for the planning Board. **A motion was made by Greg Westcott and seconded Leo Enos to elect Mark M. St. Pierre as Chairman, and Mark Frank as Vice Chairman of the Lancaster Planning Board for another year. A vote was taken and the motion carried.**

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

A motion was made by Rick McCarten and seconded by Leo Enos to adjourn. A vote was taken and the meeting adjourned at 8:20PM

Respectfully,

Sandra E Doolan

Sandra E. Doolan – Clerk

Approved: 5/11/16

Mark M. St Pierre

Mark M. St. Pierre
Chairman