

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday August 10, 2016**

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, and Ben Southworth.

**Absent:** Rusty Scott and Justin Carter.

Alternate members:

**Present:** Rick McCarten and Penny Noyes.

**Absent:** Barbara Pealsee-Smith, Donald Doolan and Greg Westcott.

Others attending: Planning/Zoning Coordinator Benjamin Gaetjens-Oleson and North Country Council Planner Kaela Gray.

**To review and approve the minutes of the July 13, 2016 meeting.**

**A motion was made by Leo Enos and seconded by Mark Frank to accept the minutes as written.**

**A vote was called for and the motion carried.**

**Ben Southworth arrives at 6:35PM.**

**Appointment(s):**

Kaela Gray, Planner at North Country Council, was in attendance to discuss and get input from the Planning Board on the Resilient Economies Toolkit (**a copy is attached to the minutes**). Ms. Gray handed out the draft copy to the Board and explained this project is part of a national initiative to survey municipalities and businesses to determine what are the best environments to help businesses thrive. North Country Council (NCC) has chosen a few communities and businesses to speak to in order to find a survey that is relevant to the area. The planning staff at NCC is surveying the Planning Boards and NCC's economic development planners are speaking with the businesses. Information gathered from both parties will be used to create a checklist appropriate for local municipalities to use to make themselves more attractive for business recruitment and retention.

The Planning Board answered and discussed each question in the draft toolkit questionnaire. Ms. Gray commented that the Town appeared to have a majority of the items identified as being assets to attract and retain businesses.

**Ben Southworth left at 7:40PM.**

Ms. Gray thanked the Board for their participation on this project. Andy Nadeau asked what the purpose of the questionnaire and discussion was. Ms. Gray explained they are trying to develop a model relevant to the area for municipalities to use to see if they have an environment suitable for businesses. The information from towns and businesses will be used to see what that model will be. There was more discussion around what may be suitable for local towns to consider to attract

businesses. Ms. Gray thanked the Board for their participation and honest discussion. The Board thanked Ms. Gray for coming and felt the process and discussion was very beneficial.

**Kaela Gray left at 7:55PM.**

**Submission of Application(s):** None

**Public Hearing(s):** None

**Other Business:**

**Commercial Building Permit(s):** None

**Voluntary Merger(s):**

Benjamin Gaetjens-Oleson passed around information and explained a lot merger for John and Sonya Gilbert at 65 Prospect Street. He stated that Ben Southworth had purchased Francis Roy's property off Burnside Street (Tax Map P10 Lots 081 & 085). The property was two lots with one off Burnside Street (081) that held the house and the other (085) backed up to the Gilbert's and their neighbors next door. The Gilberts bought the back lot from Mr. Southworth and his partner and are merging it with the future plan of completing a lot line adjustment with their neighbors Rick and Kim Force.

**A motion was made by Leo Enos and seconded by Andy Nadeau to approve the merger of Tax Map P10 Lot 081 and Tax Map P10 Lot 085 for John and Sonya Gilbert. A vote was called for and the motion carried.**

**Recent Zoning Decision(s):** None

**Announcement(s)/Correspondence(s):**

Mr. Gaetjens-Oleson announced that he has spoken with Rob Scott and Patsy Ainsworth from the High School about having a student representative to the Planning Board. They were both very receptive to the prospect and once school starts they will identify some individuals who may be suitable for the position. He is hoping there will be at least two that are interested in case one cannot make a meeting due to school work or activities. He is also hopeful the individuals interested will be Lancaster residents but as they will not have a vote he thinks as long as they are from the district it will have the same effect.

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

**A motion was made by Mark Frank and seconded by Leo Enos to adjourn. A vote was taken and the meeting adjourned at 8:05 P.M.**

**Respectfully,**

**Approved:**

**Benjamin S. Gaetjens-Oleson – Clerk Pro Tem**

**Mark M. St. Pierre - Chairman**