

**Lancaster Planning Board
Minutes of Meeting**

Meeting held in Town Hall Auditorium

Wednesday December 9, 2020

The meeting was called to order at 6:30 PM by Vice Chairman Justin Carter, followed by the Pledge of Allegiance.

Initial Business:

Roll Call:

Regular Members:

Present: Vice Chairman Justin Carter, Selectmen's Representative Leon Rideout, Rusty Scott and Mark M. E. Frank.

Absent: Chairman Andy Nadeau, Mark M. St. Pierre and Penny Noyes.

Alternate Members:

Present: Don Doolan, Greg Westcott, Maggie Jones and Vickie Gibbs.

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

Vice Chairman Justin Carter presided over the night's meeting due to the absence of Chairman Andy Nadeau. Vice Chairman Carter appointed Alternate Members Don Doolan, Greg Westcott and Vickie Gibbs as regular voting members for tonight's' meeting due to the absence of Regular Members Penny Noyes, Mark M. St. Pierre and Chairman Andy Nadeau.

Review and approve the minutes of the November 4, 2020 meeting.

A motion was made by Don Doolan and seconded by Greg Westcott to approve the minutes as written. A vote was taken and the motion carried.

Mark M. E. Frank arrived at 6:32 PM

Appointment(s): None.

Application Submissions(s)/Public Hearing(s): None.

Maggie Jones arrived at 6:36 PM

Other Business:

Preliminary Conceptual Consultations(s):

- Chet Savage: Subdivision on Page Hill Road

Benjamin Gaetjens-Oleson stated that Chet Savage would not be at the meeting as originally planned as he felt he had more work to do on his plans before discussing things with the Board. Mr. Gaetjens-Oleson explained that when Mr. Savage placed the correct setback lines on his plan he found some of the lots did not have as much buildable space as he would want for them so he was going to reconfigure the subdivision to address that. Mr. Savage thought he would have something official for the Board by the January or February meeting.

Commercial Building Permit(s):

- Verizon Wireless (Owner)/Structure Consulting Group (Applicant)–Mount RF telecommunications equipment on 180’ monopole (BP# 20-006) and supporting equipment within 70’ x 70’ fenced in utility pole.

Mr. Gaetjens-Oleson stated this was for the tower being built on Portland Street.

Recent Zoning Decision(s): None. Mr. Gaetjens-Oleson stated there would be a case this month for the Zoning Board.

Training Topic(s)/Material(s):

- Mark M. E. Frank gave a brief talk about an Active Shooter training he attended via ZOOM. It was conducted by the North Country Health Consortium. He stated that it would be good if all the Boards could take part in a similar type of training. Mr. Gaetjens-Oleson agreed and explained he would like to have the Police Chief present something to the Boards but he has not scheduled anything yet.
- Mr. Gaetjens-Oleson asked the Board to let him know if there were any particular topics they would like to learn more about.

Announcement(s)/Correspondence(s):

- Voluntary Lot Merger-Gregory J. & Lynette M. Westcott (Tax Map P10-Lots 063 & 064): The Westcotts are merging 2 lots on Elm Street.

A motion was made by Leon Rideout and seconded by Mark M. E. Frank to approve the merger as presented. A vote was taken and the motion carried.

- Voluntary Lot Merger-HMDD, LLC (Tax Map R16 Lots 012 & 013): These parcels are on Reed Road, close to the Prospect Street intersection.

A motion was made by Rusty Scott and seconded by Vickie Gibbs to approve the merger as presented. A vote was taken and the motion carried.

- Master Plan Update: Mr. Gaetjens-Oleson stated the committee has reviewed the Transportation and Housing chapters. He is working on writing the drafts for those chapters. He did explain the chapters will still be developing as more information may be added when other chapters are reviewed. The committee would not meet in December but resume in January. Don Doolan asked if the Planning Board would have the opportunity to review the drafts. Mr. Gaetjens-Oleson stated he would share them when the drafts were done
- 2021 Meeting Schedule: Mr. Gaetjens-Oleson stated he was working on the 2021 dates for Town Board/Committee meetings. He is mainly done but needs to review it before sharing. He did state the first three meetings for the Planning Board would be January 13, February 10 and March 3. He did note that the March meeting is the first Wednesday of the month due to Town Meeting.
- 2021 Term Expirations: Mr. Gaetjens-Oleson stated that Rusty Scott and Vickie Gibbs have terms expiring in 2021 after Town Meeting. The vacant alternate position is also expiring in 2021. He explained that if either Rusty or Vickie wished to remain on the Board they would need to submit a letter of interest to the Selectboard expressing their interest. He also asked if anyone knew of someone who may wish to be on the Board to fill the vacancy they should be directed to him.

Other business as may legally be brought before said meeting.

- Mr. Doolan asked what was being built at the old Kilkenny building. Vickie Gibbs explained that North Country Ford, the building’s owner, was building a roof over the existing handicap ramp.

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

A motion was made by Rusty Scott and second by Mark M. E. Frank to adjourn. A vote was taken and the meeting adjourned at 6:56 P.M.

Respectfully,

Sandra E Doolan

Sandra E Doolan, Clerk

Approved: 01/13/2021

Justin Carter
Vice Chairman

A handwritten signature in blue ink, appearing to read "Justin Carter", with a long horizontal line extending to the right.