

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held in Town Hall**

**Wednesday – April 11, 2018**

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

**Initial Business:**

Regular Members:

**Present:** Chairman Mark M. E. Frank, Justin Carter, Penny Noyes and Mark M. St. Pierre.

**Absent:** Vice Chairman Andy Nadeau, Selectmen's Representative Leo Enos and Rusty Scott.

Alternate Members:

**Present:** Selectmen's Representative Alternate Leon Rideout, Don Doolan and Greg Westcott.

**Absent:** Rick McCarten.

Student Representatives:

**Absent:** Andy Smith and Isabella Gaetjens-Oleson.

Others attending:

Planning/Zoning Coordinator Benjamin Gaetjens-Oleson, Brandon Ploss, Janice Hewett and Lucy Wyman.

**Selectmen's Representative Alternate Leon Rideout was present as a full voting member to replace Selectmen's Representative Leo Enos who was absent for the evening's meeting.**

**Review and approve the minutes of the March 7, 2018 meeting.**

**A motion was made by Mark M. St. Pierre and seconded by Justin Carter to approve the minutes as written. A vote was taken and the motion carried.**

**Appointments:** None.

**Public Hearing(s):**

**Removal of Trees on a Scenic Road**

**Case #802 – EverSource Energy** – Applicant requests permission to remove brush and trees adjacent to and beneath their power lines along scenic roads within Lancaster. The scenic roads where brush and tree removal will occur are East Whitefield Road, Mount Prospect Road, Wesson Road, Gore Road, Pleasant Valley Road and Reed Road.

Chairman Mark M. E. Frank opened the public hearing at 6:35 P.M. and asked if the applicant had anything to present. Brandon Ploss, representing EverSource Energy, explained the work that was to be performed on the identified roads. He explained that approximately every 4 years vegetation identified to be a potential hazard to the power lines is cleared. As there are some along the scenic roads they need to follow the statute and request a public hearing. He stated notices are sent to all the landowners whose land will be impacted to explain what will be performed. Trees requiring removal are tagged so they can see the impact. They encourage each property owner to contact them with any concerns or questions. Where a tree is to be removed they must receive permission from the property owner. If permission is not received they cannot remove the tree.

It was asked if they would be disturbing any stone walls and the answer was no. It was asked why they needed permission to remove a tree if it is deemed to be a hazard. Mr. Ploss explained that

the trees are owned by the property owner so they have final say.

Mark M. St. Pierre stated that he lives on the corner of North Road and Gore Road and he did not receive a notice. He asked how they get the property owner information for the notice list. Mr. Ploss stated the notice information comes from the Town's tax maps but he would check on Mr. St. Pierre's exclusion from that list.

It was asked how much of an identified tree was removed. Mr. Ploss explained that any limb less than 4 inches in diameter that is within 8 feet to the side of, 10 feet below or 15 feet above the conductors would be removed and chipped on site. If the property owner wants the whole tree removed they will usually take it down and leave the wood on site. All trees are identified before the crews begin work.

Janice Hewett, who lives on Gore Road, stated that the condition of the trees on that road are terrible with many appearing to be hazards. Many she has observed are not under any power lines and not in conflict with them but she would like to see them removed. Mr. Ploss stated that he could talk to the Town Office and offer assistance if they wanted.

Lucy Wyman asked if trees were removed if they did not hear from property owners after sending notifications. Mr. Ploss explained that they cannot cut down any trees unless they get the approval of the property owner. There is a 45 day window for the owners to contact EverSource or their sub-contractors. Mr. Gaetjens-Oleson stated that the notice is regarding the trees that conflict with the power lines.

With no further discussion Chairman Frank closed the public hearing at 6:55 P.M. and called for a motion to approve the request.

**A motion was made by Leon Rideout and seconded by Penny Noyes to approve EverSource Energy's request to cut trees and brush under and along their power lines on the scenic roads of East Whitefield Road, Mount Prospect Road, Wesson Road, Gore Road, Pleasant Valley Road and Reed Road. A vote was taken and the motion carried.**

**Submission of Application(s)/Public Hearing(s):**

**Technical Subdivision/Lot Line Adjustment**

**Case #803 – Martin & Richardson LTD** – Applicants/Owners request a Technical Subdivision/Lot Line Adjustment to adjust various lot lines between two abutting parcels off Main Street in Lancaster with Tax Map P01-Lot 008 receiving approximately 1.36 acres from Tax Map P01-Lot 007. No new lots to be created. Land Zoned Commercial. (Tax Map P01-Lot 007 (3.02 acres), 393 Main Street, Tax Map P01-Lot 008 (3.38 acres), 360 Main Street).

**Don Doolan recused himself from the Board at 6:57 P.M. to present the case.**

Don Doolan stated the properties involved are the former Agway lots on North Main Street. The lot to give land away is the northerly lot where the building sits. The southerly lot is vacant land and will receive 1.36 acres from the other. There is a shared driveway between the two lots that will remain and an access road that runs to the railroad corridor between the northerly lot and EverSource's lot. It was asked why they were subdividing and Mr. Doolan explained the new, larger lot would be sold to a local contractor to store equipment.

Chairman Frank asked Mr. Gaetjens-Oleson if all of the required documents were submitted. Mr. Gaetjens-Oleson explained that based on his review he felt the application was complete. With no further discussion a motion was called for to accept the application as complete.

**A motion was made by Mark M. St. Pierre and seconded by Leon Rideout to accept the application as complete. A vote was taken and the motion carried.**

Chairman Frank opened the public hearing at 7:04 P. M. and asked if the applicant's agent had anything further to present. Noting there was no further comment from the applicant's agent the hearing was opened to the abutters. Noting there were no abutters present who wished to speak to the case the hearing was opened to the public. Lucy Wyman suggested that when the lot is sold the new owner be required to plant trees as a buffer for the storage of any equipment on site. Noting there was no further comment from the public the public hearing was closed at 7:08 P.M. and opened only to the Planning Board. Noting there was no further comment from the Planning Board a motion was called for to accept the plan for final approval.

**A motion was made by Mark M. St. Pierre and seconded by Penny Noyes to accept the plan for final approval with no conditions. A vote was taken and the motion carried.**

**Don Doolan returned to the Board at 7:10 P.M.**

**Other Business:**

**Preliminary Conceptual Consultation:**

Weeks Medical Center

Dennis Bacon, Plant Operations Manager of Weeks Medical Center, presented drawings of the proposed addition to the hospital that will house the clinicians' office. He explained this conceptual plan is actually smaller than the original plans they have been working on. He continued by saying the addition would extend from the back of the building towards Brickyard Road and more parking would be created by the addition as well as lower down to accommodate new staff. The building will be 3 levels and not extend any higher than the existing building. It will have similar exterior treatments and additional benches along the perimeter. Landscaping will be included within the parking lots and building exterior. Mr. Doolan asked if the Board had reviewed this proposal before. Mr. Gaetjens-Oleson explained it was part of the past parking lot proposal and that the Planning Board at the time did not want to approve this phase of the project as they were not ready for construction yet.

Mr. Gaetjens-Oleson informed the Board this was their chance to give the applicant guidance on concerns or wishes to be considered as part of the formal submission. He stated his major concerns were lighting, landscaping and stormwater management. He informed the Board he would be assisting Mr. Bacon with the elements for compliance with the Town's regulations and he would also involve the Fire and EMS personnel. The Board thanked Mr. Bacon for coming with the plans and information.

**Commercial Building Permit(s):**

None.

**Voluntary Merger(s):**

None.

**Recent Zoning Decision(s):**

None.

Mr. Gaetjens-Oleson stated that there had been some changes on the Board. Vice Chairman David Atkinson has resigned and Chairman Bill Potter did not seek reappointment due to their planned future moves out of Town. Rick Bernier is now the Chairman and Tricia Frenette is the Vice Chair. The Board decided that they would begin to meet at least 6 times a year whether there were cases or not. The months they would always meet are January, March, May, July, September and November. If any requests came in for off months they would meet then as well. The purpose of always meeting the 6 months is to allow for sharing of information, topical trainings and to establish a regular routine

members could plan on. Mr. Gaetjens-Oleson also stated he will be preparing similar trainings for the Planning Board and at the next meeting they would go over public hearing procedures.

It was asked if the Zoning Board had a Student Representative and the answer was no but Mr. Gaetjens-Oleson hoped to have one at some time. He did remind the Board that Ansen Cassady has been interning with Mr. Gaetjens-Oleson this school year and his senior capstone project was about the benefits of land use regulations in rural communities.

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

Mr. Gaetjens-Oleson reminded the Board there are still 2 vacancies for alternate.

**Other Business to come before the meeting:**

Greg Westcott asked if the Town has developed any plans to place more trees on Main Street. Mr. Gaetjens-Oleson explained as far as he knew there were no plans to add any trees or replace future ones that are removed. He did say that the State's Urban Forester, AJ Dupere, did come and meet with him in the fall and toured Main Street. He told Mr. Gaetjens-Oleson that the right tree could grow in our Main Street environment. He also stated that the existing trees we have are not properly maintained which is a large reason why they do not survive but that he could give our Highway Crew or others a brief training on how to maintain the trees.

Chairman Frank asked what authority the Planning Board has to require trees on Main Street. Mr. Gaetjens-Oleson stated that the Planning Board does not have the authority to make the Town plant any along the roads or streets, only on properties that are under their review. He continued that their authority ended when a letter was forwarded to the Selectboard strongly recommending planting trees along Main Street. It is the Selectboard's responsibility to make the decision on whether to or not plant trees. Ms. Wyman asked if the Selectboard has made a decision. Leon Rideout stated he remembers a discussion about trees at a previous meeting but did not remember if a decision was made. Ms. Wyman explained there are benefits to having trees along Main Street and she was also saddened to see the large trees along Summer Street removed recently. It was suggested that before the next meeting the Town should meet with Mr. Dupere again. Ms. Wyman did ask if the Town had considered putting in brick sidewalks. Mr. Rideout explained they are hard to maintain and receive a lot of damage from the sidewalk plow.

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

**A motion was made by Mark M. St. Pierre and seconded by Penny Noyes to adjourn. A vote was taken and the meeting adjourned at 7:45 P.M.**

Respectfully,

  
Sandra E. Doolan – Clerk

Approved: 5/9/18

  
Mark M. E. Frank - Chairman