

**Lancaster Planning Board
Minutes of Meeting**

Meeting held in Lancaster Town Hall Auditorium

Wednesday – April 14, 2021

The meeting was called to order at 6:30 PM by Chairman Andy Nadeau followed by the Pledge of Allegiance.

Initial Business:

Roll Call:

Regular Members:

Present: Chairman Andy Nadeau, Vice Chairman Justin Carter, Selectman's Representative Leon Rideout, Mark M. E. Frank, Mark M. St. Pierre and Rusty Scott.

Alternate Members:

Present: Don Doolan, Greg Westcott, Vicki Gibbs and Maggie Jones.
Others attending: Planning/Zoning Coordinator Benjamin Gaetjens-Oleson, Surveyor Gardner Kellogg, Clerk Sandra Doolan, Rita Ayers, Allen Bouthillier and Alex Eaton.

Review and approve the minutes of the March 3, 2021 meeting. Noting that there were no errors or corrections to be made to the minutes a motion was called for approval.

A motion was made by Mark M. St. Pierre and seconded by Mark M. E. Frank to accept the minutes as written. A vote was taken and the motion carried.

Chairman Andy Nadeau appointed Alternate Member Don Doolan as regular voting member for tonight's meeting due to a Regular Member vacancy.

Appointment(s): None

Application Submissions(s):

Major Subdivision:

Case #819 - Janet Savage – Owner/Applicant requests a major subdivision to divide approximately 104 acres into 15 lots. Said major subdivision will result in lot 1 – 5.03 acres, lot 2 – 5.35 acres, lot 3 – 2.09 acres, lot 4 – 2.30 acres, lot 5 – 2.25 acres, lot 6 – 5.24 acres, lot 7 – 5.11 acres, lot 8 – 10.25 acres, lot 9 – 3.58 acres, lot 10 – 6.35 acres, lot 11 – 6.82 acres, lot 12 – 11.77 acres, lot 13 – 5.54 acres, lot 14 – 10.89 acres and lot 15 – 19.82 acres. An approximately 1,100 foot private road is also proposed to provide access to some of the lots. Land Zoned Agricultural. (Tax Map R02 Lot 068 (104 acres) Page Hill Road). **Review Application for Completeness. Schedule Public Hearing.**

Chairman Nadeau stated this meeting was to review the application for completeness and not a public hearing where the public has a right to speak. He then stated he felt the Board should go through the submission requirements to identify if everything required was submitted. Benjamin Gaetjens-Oleson explained that driveway permits were either approved for some of the proposed lots or they were conditionally approved pending approval of the subdivision. Mark M. E. Frank asked if there were any waterbodies on the property. Surveyor Gardner Kellogg stated there were no year-round flowing water. Mr. Kellogg also explained there is a

maintenance agreement prepared concerning the proposed road. A copy of that plan was in the packet of information. Mr. Frank asked if there was a study on the impact of this subdivision on the school system. Chairman Nadeau stated the proposal was not considered large enough to trigger a study of that type of impact. Don Doolan asked if any of the lots could connect to the Town's public water system. Mr. Gaetjens-Oleson stated public water did not extend that far on Page Hill and any expansion of the system would require a study which may need to be funded by the homeowners of the subdivision. Mr. Doolan also asked why a hammerhead was chosen for the ending of the proposed road. Mr. Gaetjens-Oleson answered the Fire Department preferred that design as it made it easier to maneuver.

With no further discussion a motion was called for to accept the Application as Complete. **A motion was made by Mark M. E. Frank and seconded by Mark M. St. Pierre to accept the Application as Complete. A vote was taken and the motion carried.** **Mr. Gaetjens-Oleson announced the Public Hearing for this case would be scheduled for Wednesday, May 12, 2021, at 6:30 P.M. at the Lancaster Town Hall First Floor Auditorium.**

Other Business:

Preliminary Conceptual Consultation(s):

- Allan Bouthillier: Further development off Industrial Park Road - Allan Bouthillier presented the Board with a sketch of an asphalt plant he would like to place at his existing gravel pit. He explained it would be a small operation and would be practically unnoticeable to anyone around his land. He thought the only abutter who might be able to see the tallest part of the plant would be the DOT building. He explained the noise would be within required standards and definitely less than his current operation. There would be no smell emanating from the plant and the plant's construction and operations would be regulated by the State. Mr. Bouthillier feels the plant would be a benefit to the area for the State and Town projects as well as local asphalt companies. He explained he wanted to get the Board's input prior to developing formal plans. The Board advised Mr. Bouthillier to be sure to include a narrative explaining the operation data, hours of operation, potential traffic and other operation specifics. The Board thanked Mr. Bouthillier for coming in.

Commercial Building Permit(s):

- PL Cote Land Partnership, LLC (Owner)/Susan Parker (Applicant)-Install interior and exterior door for new retail space in existing building. No change to building footprint.

Recent Zoning Decision(s): None.

Training Topic(s)/Material(s):

- Mr. Gaetjens-Oleson explained the State's Planning/Zoning Conference would be on May 15 and be held remotely as a webinar. He stated that he would be willing to set up a space at the Town Office for people to view it if they wanted. He asked that those that wish to take advantage of that contact him.

Announcement(s)/Correspondence(s):

- Board Vacancies-Mr. Gaetjens-Oleson stated that Board Member Maggie Jones has requested to be moved up to a Regular Member and Rick McCarten and Leo Enos have submitted letters of interest as Alternate Members.

With no further discussion motions were called to recommend those interested to the Board of Selectmen for approval.

A motion was made by Mark M. St. Pierre and seconded by Rusty Scott to recommend Maggie Jones as a Regular Member to the Planning Board. A vote was taken and the motion carried.

A motion was made by Don Doolan and seconded by Rusty Scott to recommend Rick McCarten as an Alternate to the Planning Board. A vote was taken and the motion carried.

A motion was made by Rusty Scott and seconded by Mark M. St. Pierre to recommend Leo Enos as an Alternate to the Planning Board. A vote was taken and the motion carried.

Other business as may legally come before the meeting.

- Chairman Nadeau noted that there needed to be an Election of new officers. After much discussion a motion was made.

A motion was made by Don Doolan and seconded by Mark M. E. Frank to appoint Andy Nadeau as Chairman and Justin Carter as Vice Chairman. A vote was taken and the motion carried.

Noting that there was no further business to come before the meeting a motion was called for to adjourn.

A motion was made by Greg Westcott and seconded by Mark M. St. Pierre to adjourn. A vote was taken and the meeting adjourned at 7:35 PM.

Respectfully,

Sandra E. Doolan – Clerk

Approved:

Andy Nadeau
Chairman