

**Lancaster Master Plan Committee  
Minutes of Meeting**

**Meeting held in Town Hall, Second Floor**

**Thursday – November 14, 2019**

**Initial Business:**

**Roll Call:**

Members:

**Present:** Selectmen’s Representative Leo Enos, Zoning Board Representative Linda Ogle, Planning Board Representative Greg Westcott, Conservation Commission Representative Kim Votta, Nancy Southworth, Racheal Stuart, John McCormick, Kathy Jean Lavoie and Blair DeForge.

**Absent:** Planning Board Representative Maggie Jones, Kate Griffin and Tim Brooks  
**Others Attending:** Planning/Zoning Coordinator Benjamin S. Gaetjens-Oleson.

**Review Minutes from October 10, 2019 Meeting:**

All present felt the notes from the October 10, 2019 meeting were accurate. No changes were recommended.

**Survey:**

Final edits of the survey was completed. The only section to be completed was the technology section. Benjamin Gaetjens-Oleson stated he would draft some questions for the committee to review at the next meeting. Mr. Gaetjens-Oleson explained his thoughts about having a paper copy of the final survey be delivered with the North Woods Weekly as it goes to every mailbox in Lancaster. He could also create the survey in SurveyMonkey so it can be linked to the Town’s website and Facebook page and offer another medium for completion. Paper copies will also be placed at the Town Office, Library and downtown businesses. Once the results are compiled there will be public focus group discussions organized to get more specifics on certain topics.

The plan for the next meeting was to finalize the survey so it could be released for January.

Noting that there was no further discussion the meeting was adjourned with the next scheduled for Thursday, 01/09/2020, at 5:30 PM.

Respectfully, 1/9/2020



Benjamin S. Gaetjens-Oleson  
Planning/Zoning Coordinator