

**Lancaster Master Plan Committee
Minutes of Meeting**

Meeting held in Town Hall, Second Floor

Thursday – January 9, 2020

Initial Business:

Roll Call:

Members:

Present: Selectmen’s Representative Leo Enos, Planning Board Representative Maggie Jones, and Nancy Southworth,

Absent: Kate Griffin, Zoning Board Representative Linda Ogle, Planning Board Representative Justin Carter, Conservation Commission Representative Kim Votta, Racheal Stuart, John McCormick, Kathy Jean Lavoie, Blair DeForge, and Tim Brooks

Others Attending: Planning/Zoning Coordinator Benjamin S. Gaetjens-Oleson.

Survey:

Those attending made a last review of the survey. Minor edits were made to some sections. Changes were made to eliminate and or combine options that were similar as well as generalize the options more. The idea was to keep the survey more general and gather the specific information at the focus group meetings after the surveys were tabulated. Nancy Southworth asked if the last survey review should wait until more people were in attendance. Mr. Gaetjens-Oleson stated he felt he had dragged the survey creation on long enough and didn’t want to waste the Committee’s time any more. He also explained he wanted to get the surveys out soon and not wait another month.

Mr. Gaetjens-Oleson explained his thoughts for the distribution and schedule of the focus groups. He stated he wanted to get them out by the end of the month and was planning to get them in the North Woods Weekly as an insert on 1/24. He would also have the Survey Monkey version live then as well and copies placed in local businesses. He proposed having focus groups scheduled for Thursday evening, 02/27 and 03/05 and Saturday morning, 02/29 and 03/07. He felt having two dates in the same week at differing times would allow more people to go and he believes that 2 to 3 topics could be covered each week to get more specific information on the survey results. He planned on holding the meetings at the Town Office. Mrs. Southworth asked if the Library would be available as she felt it might be a better location. Mr. Gaetjens-Oleson stated he would check and if so he would schedule it.

Mr. Gaetjens-Oleson also explained he had a press release almost done to be placed in the two local papers-Democrat and North Woods Weekly. That would be done in the next couple of weeks. He also stated he was working in the plan introduction and was researching in the Town history book to get some background and context to include.

Noting that there was no further discussion the meeting was adjourned with the next scheduled for Thursday, 02/13/2020, at 5:30 PM.

Respectfully,

Benjamin S. Gaetjens-Oleson
Planning/Zoning Coordinator