

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday – June 12, 2019**

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

**Initial Business:**

**Roll Call:**

Regular Members:

**Present:** Chairman Mark M. E. Frank, Selectmen's Representative Leo Enos, Penny Noyes, Rusty Scott, Mark M. St. Pierre and Justin Carter.

**Absent:** Vice Chairman Andy Nadeau.

Alternate Members:

**Present:** Greg Westcott and Garret Savard.

**Absent:** Don Doolan and Shane Beattie.

Student Representatives:

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

Others attending:

Paul Crane and Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

**At this time Chairman Mark M. E. Frank appointed Alternate Member Greg Westcott to full voting member for the night's meeting in the absence of Regular Member Andy Nadeau.**

To review and approve the minutes of the May 8, 2019 meeting.

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

**Appointment(s):** None.

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

**Case #812 - Paul T. & Marilyn E. Crane** – Applicants are requesting the revocation of subdivision approval for Planning Board Case# 740, Paul T. & Marilyn E. Crane Technical Subdivision, approved June 8, 2011 and recorded at Coos County Registry of Deeds July 21, 2011 as Plan# 3544. Reason for the request is the sale of property that required the subdivision never occurred and the owners wish to return land back to previous configuration. Land Zoned Agricultural. (Tax Map R13 Lot 035 (30.90 acres) & Tax Map R13 Lot 056 (12.92 acres), Kilkenny Railroad Bed & Arthur White Road).

Chairman Mark M. E. Frank opened the public hearing and asked if anyone was there to present the case. Planning/Zoning Coordinator Benjamin Gaetjens-Oleson stated that the subdivision to be revoked was approved by the Planning Board in 2011. The purpose was due to a potential sale of the land that was created by the approved plan. The sale was never completed

and now another buyer is interested in some of the applicants' land but would like to buy it as it was depicted in a previous plan. It was asked if all of the expenses for the subdivision were paid. Paul Crane explained he paid a surveyor to prepare and present the plan. Mr. Gaetjens-Oleson stated all the Town fees required for the 2011 case were paid and Mr. Crane has paid his required fees for the current case. Chairman Frank asked if any easements, right-of-ways or other land changes had been created since the last approval. Mr. Crane stated there were none except for the road leading to the land the buyer would be acquiring.

Noting there was nothing else to be presented by the applicant Chairman Frank opened the hearing to the abutters. Noting there were no abutters present who wished to speak to the case the hearing was opened to the public. Noting there was no one from the public wishing to speak to the case the public hearing was closed and opened only to the Planning Board. Noting the Planning Board did not have anything else to add a motion was called for final approval.

**A motion was made by Mark M. St. Pierre and seconded by Rusty Scott to approve the Request of Subdivision Revocation as presented. A vote was taken and the motion carried.**

**Other Business:**

**Preliminary Conceptual Consultation:** None.

**Commercial Building Permit(s):** None.

**Voluntary Merger(s):** None.

**Recent Zoning Decision(s):**

- **Abbott Furniture/Douglas D. Abbott-Sign Special Exception, 563 Main Street**  
Mr. Gaetjens-Oleson explained Douglas Abbott requested a special exception to add more signage to his free-standing sign that would put him over what he is already approved. He wished to add a 4' X 8' message board sign to the current 4' X 8' sign. Mr. Gaetjens-Oleson explained that Mr. Abbott already received approval several years ago to have a larger free-standing sign than allowed so this request only puts him over what he is allowed by 14 square feet. The Zoning Board approved and Mr. Gaetjens-Oleson feels it is appropriate as it is out of Town, on a large lot and abutting larger, commercial businesses.

**Training Topic(s)/Material(s):**

- Mr. Gaetjens-Oleson stated the recent State Planning & Zoning Conference was very well attended and he felt the sessions he went to were some of the better ones he has been in. He explained the tone seemed different than in conferences past. He recalled past years seemed to focus on how Land Use Boards can regulate and manage development while this year seemed focused more on how the Boards can work with developers to make the process easier. One session even seemed to acknowledge the Planning Board's idea to have an early technical review by Department Heads.  
Mr. Gaetjens-Oleson announced the ones who attended from Town were himself, Don Doolan from the Planning Board, Les Hilton & Steve Young from the Zoning Board and the Town's Energy Advisor, John Ahern.

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

- Establishment of Master Plan Committee-Mr. Gaetjens-Oleson stated that he had put an ad in 2 newspapers and on the Town Website seeking people to serve on the Master Plan Committee. He reported he only received 2 responses-Rachael Stewart: recently moved to Lancaster and previously worked for the NH Charitable Foundation/Tillotson Fund and served on the last Berlin Master Plan Committee and Kathie Jean Lavoie: who was raised in Lancaster and has since moved back. She most recently worked for the Boys and Girls Club

He has also spoken personally with or intends to speak with the following:

- Kate Griffin-Was raised in Lancaster and has moved back and works for the Arts Alliance of Northern NH. She has agreed to join.
- John McCormick-He is the County Attorney and his wife assisted with the initial survey. He was going to speak with his wife and either one would be interested in serving.
- Tim Brooks-He does not live in Lancaster but is the Episcopal Minister. He also helped with the survey and Mr. Gaetjens-Oleson has not connected with him yet.
- Blair DeForge-She is a Guidance Counselor at the High School and she and her husband just purchased a home in Town. She has agreed to join.

Mr. Gaetjens-Oleson was also told Nancy Southworth would be a good candidate but he has not contacted her yet to discuss it. The Town Board representation so far is Linda Ogle from the Zoning Board, Kim Votta from the Conservation Commission and Leo Enos from the Selectboard. There still needs to be 2 people from the Planning Board. Mr. Gaetjens-Oleson stated that he would like to start having the meetings in August or September as soon as the Committee is fully in place.

**A motion was made by Mark M. St. Pierre and seconded by Rusty Scott to approve the above people to serve on the Master Plan Committee. A vote was taken and the motion carried.**

**Other Business:**

- Mr. Gaetjens-Oleson stated the survey results from the Master Plan Community Engagement was just sent to him and he would provide more information to the Board on that at the alter meeting.
- Mr. Gaetjens-Oleson announced the Public Hearing for the Site Plan and Subdivision amendments would be in July. He was unable to get things organized to have it held at the June meeting.

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

**A motion was made by Mark M. St. Pierre and seconded by Leo Enos to adjourn. A vote was taken and the meeting adjourned at 7:05 P.M.**

Respectfully,

*Sandra E. Doolan*  
Sandra E. Doolan – Clerk

Approved: 7/10/19

*Mark M. E. Frank*  
Mark M. E. Frank  
Chairman