

**Lebanon, Maine Planning Board**  
**Minutes - Regular Meeting - Thursday May 19th, 2016**

Members Present

P. Philbrick - Chairman  
S. Bright – Vice-Chairman  
C. Lunderville  
J. Griffin - Clerk

Others Present

Dana Libby  
Gary Getchell  
Mike Beaulieu

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Meeting was brought to order at 6:11 pm by Planning Board Chairman P. Philbrick.

**Minutes** – The minutes from April 21<sup>st</sup>, 2016 were reviewed. S. Bright made a motion to accept the minutes as is. C. Lunderville seconded the motion. The vote carried unanimously.

The minutes from December 14, 2015 could not be reviewed. Previous members G. Getchell and R. Bumford were sent the proposed copy of the minutes and offered their input. C. Cone was not in attendance this evening therefore the minutes could not be voted upon.

**Ashley Allen** – Ms. Allen had questions on procedure for the town to accept her road, Great Brook Drive. She was not in attendance this evening therefore no discussion was held by the board.

**Jennie McComish** – Ms. McComish wished to address the procedure for adding/changing a driveway in a subdivision. She resides on Merchants Row within the Wiswell Estates Subdivision. Ms. McComish was not in attendance this evening therefore no discussion was held by the board.

**Dana Libby/Gay Ehler/Woodland Estates** – Dana Libby, representative for Gay Ehler, was in attendance to discuss a proposed subdivision: Woodland Estates, located on Poplar Hill Road. Referenced on, Lebanon Tax Map R14 portion of Lot 35. Mr. Libby presented an explanation to the board of the updated application and preliminary plan for a 9 lot subdivision. The clerk received the updated application and preliminary plan on May 5, 2106. Copies of the plan were distributed to all of the board members.

Gary Getchell, the Chairman of the Planning Board when the initial application for this subdivision was presented, was requested by current Chairman P. Philbrick; to enlighten the new Planning Board on the items discussed by the previous Planning Board in reference to the initial application. One of the primary concerns of the previous board was the initial dividing of the property. This consisted of “gifting”, “selling” and subdividing portions of the lot. This topic, in addition to the way in which the lots should be numbered, was discussed by the present board with no action taken at this time. However, it will be addressed again in a future meeting.

Discussion of the subdivision fees and escrow account took place. Mr. Libby stated that he did not know the amount that was due. The fee amounts were outlined in a letter sent to Gay Ehler dated January 5<sup>th</sup>, 2016. Mr. Libby mentioned that he does have two checks from his client, Gay Ehler. Mr. Libby will write out the checks for the specified amounts and deliver them to the Town Office to the attention of Jenn Griffin/Planning Board.

Mr. Libby requested a waiver for the hydrogeologic survey from the previous Planning Board. The vote on this waiver is on hold by the current board, pending a review of the soil testing results submitted by the soil scientist. Mr. Libby will notify and request that the soil scientist be present at the site review.

Due to the newly formed Planning Board, the board discussed the possibility of scheduling a site review of the proposed subdivision to get a better idea of the layout. The Board discussed and decided upon a site review on June 2<sup>nd</sup>, 2016 at 6:00 pm. The regular meeting will take place immediately after at the Town Office conference room.

**Other Business** – Due to a miscommunication in scheduling, the planning board must change the day that the board meets. After discussing the possible options, the board agreed to the first Thursday of each month. S. Bright made a motion to change the meeting day to the first Thursday of each month, to take place at the same time (6:00 pm) in the Town Office conference room. P. Philbrick seconded the motion. The vote carried unanimously. The clerk will contact Sue Collins the Selectboard secretary to let her know of the new day and to ask to be placed on the first Thursday of each month as a standing reservation.

Discussion about when public hearings were held took place. In the past the public hearing was scheduled at the same time as accepting and signing the final plan. The current board is considering holding the public hearing, when required, prior to the acceptance of the preliminary plan as outlined in MRSA 30-A §4403-4 .

**The Clerk is to do the following:**

- Confirm the June 2<sup>nd</sup>, 2016 site review with Dana Libby and if the soil scientist will be present.
- Update website for new meeting day
- Create notice of site review, post this on the website, email and post at the library and town office
- Create agenda for June 2<sup>nd</sup>, 2016, have approved, post on website, email and post at the library and town office
- Update April 21<sup>st</sup>, 2016 minutes and post on the website
- Touch base with Dana Libby concerning the lot and escrow fees
- Collect lot and escrow fees from Mr. Libby.
- Create minutes for this meeting send to board for input
- Create and mail out abutter notices

C. Lunderville made the motion to adjourn the meeting @ 8:13 pm. S. Bright seconded the motion. The vote was taken and it carried unanimously.

7/7/2016

*Minutes were reviewed by the Board.*

*S. Bright made the motion to accept the minutes as corrected.*

*C. Lunderville seconded the motion.*

*The vote carried unanimously.*