

Town of Lincoln Planning Board – Meeting Minutes
May 26, 2010 – 6:00 pm

Planning Board

Present: Chairman Pat Romprey, Vice Chairman Joe Chenard, Selectmen's Representative Peter Moore, John Hettinger, Jim Spanos, Alternate Charlie Cook, Alternate Deanne Chrystal, and Alternate Tom Adams.

Staff Present: Town Manager Peter Joseph and Planning & Zoning Administrator Matt Henry.

Others Present: Sue Chenard, Don Landry

Prior to the meeting, the Planning Board introduced Matt Henry who is the new Planning Administrator. Peter Joseph introduced him and Matt Henry discussed his background. The Planning Board welcomed him to the community.

I. CALL TO ORDER by the Chairman Pat Romprey;

II. CONSIDERATION of the Draft Meeting Minutes of 4/28/2010.

MOTION: Peter Moore made a motion to approve the minutes of 4/28/2010 as amended. John Hettinger seconded the motion. The motion carried unanimously.

III. CONSIDERATION of an application for Site Plan Review submitted by Horizons Engineering for The Common Man Restaurants (Tax Map 117, Lot 102 & 103 and Tax Map 116, Lot 043).
Proposal: Seeks approval to construct an addition to the existing Common Man Restaurant.
Planning Board: Acceptance of the Completed Site Plan Review.
Public Hearing: Approve or Disapprove the Completed Site Plan Review.

Peter Joseph described an e-mail from Stephen LaFrance that he received dated Monday May 17th, 2010. The e-mail requested a postponement of discussion on the Common Man application until the June meeting in order to allow time for negotiations for the abutting parcel. Chairman Pat Romprey read the e-mail into the record (see attachment).

MOTION: Jim Spanos made a motion to continue the hearing for acceptance of consideration of the Common Man Restaurant's application until the June 23rd 2010 meeting. Joe Chenard seconded the motion. The motion carried unanimously.

VI. REVIEW AND COMMENT on the MATRIX REPORTS and OPEN FILES pertaining to:

- A. Land Use Subdivision and Site Plan Applications/Approvals
- B. Building Permit Applications
- C. Sign Permit Applications

There was brief discussion regarding a building permit from Myles Moran that was voluntarily rescinded.

There was also brief discussion regarding Munce's Konvenience building permit.

VII. CONTINUING & OTHER BUSINESS (Staff and Planning Board Member/Alternates).

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Peter Joseph advised that the beginning steps of the Capital Improvements Plan (CIP) will be initiated. He said that the process should already have begun; however, the Town was lacking the staff support needed to perform the CIP function. The CIP is a subcommittee of the Planning board and is helpful in providing direction for the town with regard to capital improvements. Background on the history of the CIP committee was given. It was decided that the committee will consist of John Hettinger, Chairman; Peter Joseph, Staff Member; and Deanna Huot, Selectmen's Representative. Additionally, Matt Henry will provide staff support as Planning & Zoning Administrator.

MOTION: Joe Chenard made a motion to appoint John Hettinger as chairman, Peter Joseph as the Staff Representative, and Deanna Huot as the Selectmen's Representative. Jim Spanos seconded the motion. Motion carried unanimously.

Peter Moore discussed the conversation the Board of Selectmen had at their Monday meeting with regard to creating a Tax Increment Financing (TIF) District. Peter Joseph provided the Planning Board with background information on what a TIF program would entail. Essentially, a snapshot of the district's tax base would be taken at the start of the plan, but additional dollars of tax revenue raised through incremental economic development in the district would be spent on infrastructure improvements in the district. The benefit is that the tax revenue is not split between other entities (ie: county, school etc.). The drawback is that the additional revenue may only be spent in the district and it would not go into the general fund. Districts may be drawn in any manner so long as they are contiguous. There would also be an end date for the TIF district as determined by Town Meeting should it pass. To implement a TIF district it would have to go Town Meeting via warrant article.

It was noted that the issue was proposed by a developer in town. It was also noted that while the developer would benefit, so would the rest of the town, especially the downtown area that is important to tourism. Peter Moore said that he is excited by the prospect and he just wanted to start "word of mouth" through the Planning Board. He said it would help solidify the Town of Lincoln as a resort community.

Peter Joseph updated the Planning Board on a group of individuals who wanted to discuss their plans for possible whitewater kayaking.

Chairman Pat Romprey asked Matt Henry to distribute the Hastings Law Office Memo to the rest of the Planning Board. The Memo is regarding proper meeting processes and procedure.

VIII. PUBLIC INPUT on Specific Issues

None

IX. ADJOURNMENT

MOTION: Joe Chenard made a motion to adjourn. Jim Spanos seconded the motion. Motion carries unanimously.

Respectfully submitted,

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Matt Henry

Dated: June 10, 2010

Pat Romprey, Chairman