

Town of Lincoln Planning Board – Meeting Minutes
June 8, 2011 – 6:00 pm

Present: Chairman Pat Romprey, Clerk Jim Spanos, Peter Moore, John Hettinger, Deanne Chrystal, Chester Kahn (arrived late), Charlie Cook (Alternate), Ivan Saitow (Alternate)

Staff Present: Planning & Zoning Administrator Michele Alexander, Town Manager Peter Joseph

Excused Absences: Tom Adams

Others Present: Alyssa Yolda, Mark LaClair

- I. **CALL TO ORDER** by Chairman Pat Romprey at 6:04 PM
- II. **CONSIDERATION** of Draft Meeting Minutes for 5/25/11

Spelling of C.Kahn noted.

MOTION: P.Moore made a motion to approve the minutes of 5/25/2011 as amended. J.Hettinger seconded the motion. The motion carried unanimously (5-0-0).

NEW BUSINESS

- I. **CONSIDERATION** of a Special Events Application submitted by the Lincoln Woodstock Chamber of Commerce.

P.Joseph explained the expedited site plan review process. He noted he sits on the Chamber Board and will not provide staff opinion for this application.

Mark LaClair presented the application to the Planning Board.

Chair asked for staff comment. M.Alexander explained the application was complete, with all fees paid and coordination with Fire and Police complete.

MOTION: P.Moore made a motion to accept the application as complete. J.Spanos seconded the motion. The motion carried unanimously (5-0-0).

Public Hearing Opened

No One Spoke.

Public Hearing Closed.

P.Moore asked what the expected attendance is for this event. M.LaClair noted that ~2,000 people are estimated, and that the permit of assembly allows for upwards of a 5,600 limit. P.Joseph noted that next year the applicant would have the option of applying for a permanent approval for the event from the Planning Board.

MOTION: P.Moore made a motion to approve the application. D.Chrystal seconded the motion. The motion carried unanimously (5-0-0).

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

A. None

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

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

C.Khan arrived at the meeting.

P.Moore noted corrections needed on dollar amounts for the Roberge residence. Staff noted.

IX. PUBLIC INPUT on Specific Issues

Chair asked C.Kahn for an update on his volunteer position with the School Committee. C.Kahn stated that there have been two meetings, bids from architects have been received, quotes for building materials have been received and he was able to offer information on the permitting process to the Committee.

X. ADJOURNMENT:

MOTION: C.Khan made a motion to adjourn the meeting. J.Spanos seconded the motion. The motion carried unanimously (6-0-0).

The meeting was adjourned by the Chair at 6:45pm.

Dated: June 22, 2011

Pat Romprey, Chairman