

Town of Lincoln Planning Board – Meeting Minutes
August 24, 2011 – 6:00 pm

Present: Chairman Pat Romprey, Peter Moore, Clerk Jim Spanos, John Hettinger, Charlie Cook (Alternate), Chester Kahn (alternate), Ivan Saitow (Alternate), Tom Adams (alternate)

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

Excused Absences: Deanne Chrystal

Others Present: Lincoln-Woodstock Chamber Executive Director Marc LeClair, Chamber Assistant Director Alyssa Yolda, Deborah Saitow, Jeanne and Paul Beaudin

I. CALL TO ORDER by Chair at 6:03 P.M.

II. CONSIDERATION of Draft Meeting Minutes for 8/10/11

P.Moore abstained as he was not present at the 8/10/11 meeting.

Board noted no changes.

MOTION: J.Hettinger made a motion to approve the minutes of 8/10/2011 as presented. J.Spanos seconded the motion. The motion carried unanimously (3-0-0).

III. NEW BUSINESS

The Chair announced T.Adams as a seated alternate for Deanne Chrystal.

A. CONSIDERATION of an application for a Special Events Application submitted by the Lincoln Woodstock Chamber of Commerce.

Proposal: The applicant seeks to host the Lipizzan Stallions Show on the property Tax Map 116 Lot 043.

Planning Board: Acceptance and review of the Special Events Application.

Public Hearing: Approve or Disapprove the Special Events Application.

C.Kahn recused himself.

P.Joseph, staff, noted his affiliation with the Chamber as a Board member.

Lincoln-Woodstock Chamber Assistant Director A.Yolda presented the Special Events application. Three shows total are scheduled this year and directional signage would be on display at several locations in town to guide people to the location. Advanced tickets sales will provide a good indicator in advance of this year's show of attendance levels so preparations could be made to accommodate guests.

P.Joseph discussed last year's event, noting that parking at the Kanc Rec area was adequate for the attendance levels and could accommodate some limited over-flow parking at the basketball court if needed this year. He noted that the showmen over-stayed their welcome last year, by continuing to camp five days after the show on-site. M.LeClair indicated that the showmen did not have another show booked the week-end following and had nowhere to go. This year, he said, they would be moving on to the next show scheduled. P.Joseph indicated several sites had been considered in the

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town and the facilities available at the Kanc Rec area were deemed the most appropriate for this size an event.

T.Adams noted the popularity of the Lipizzan show nationwide, and the Board and Staff all agreed this was a great event to have in the Town and the Board welcomes more events to draw tourism.

I.Saitow asked if there was any conflict with the Highland Games, and A.Yolda indicated the Games were not the same weekend.

J.Spanos asked if the horses were on display 24/7, and M.LeClair indicated the showmen welcome guests to the site between shows to meet and greet the showmen and horses.

The Chair asked that the Chamber representatives make back-up plans for extra restroom facilities and parking if needed for the event.

P.Moore stressed that as the event continues to grow in popularity a more appropriate location be secured for the event. He also requested the Chamber provide more advanced notice to the Board for future events. The Chamber representatives agreed.

M.Alexander indicated the application was complete.

MOTION: T.Adams made a motion to approve the Chamber Special Events permit application as complete. P.Moore seconded the motion. The motion carried unanimously (5-0-0).

Public Hearing Opened.

Mr. and Mrs. P.Beaudin, abutters to the site indicated they were supportive of the event but had several concerns from last year's event that they wished for the Board to address. J.Beaudin indicated the showmen were very noisy late into the early morning every night, including what sounded like a domestic dispute late in the night on one particular night last year. The late night revelry continued for many days, and the Beaudin's requested that this year the Board limit the number of days the group could stay on site and have police enforce both this, and the noise ordinances of the community, as this was a residential area. The group also used the path to Boyle Street from the Rec area and the horses created offensive odors she noted. P.Beaudin stated it would be counter-productive to wait to move the event once it has grown in popularity, and it would make more sense to move the event next year to an area where it could reside as a permanent annual event site. The Board concurred that these were valid concerns and locating another appropriate site should be a priority for next year. The Beaudin's, the Board and staff all concurred that they are very supportive of hosting this event in Lincoln and staff would work with the Chamber to explore other options next year, with this year's attendance levels in mind.

Public Hearing Closed.

The Chair asked for further staff comment. M.Alexander recommended that the Planning Board specify that the approval of the Special Events Permit indicate the specific dates for which it is approved, noting the event dates of September 9th through September 11th

The Chair asked M.LeClair to determine exactly how many days were needed for set-up and tear-down for the group performance and provide the information to the Planning Administrator for the

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approval. The Chair and Board concurred that the dates the group could stay on site would then be specified on the Event Permit. The Chair noted excessive noise would be limited after 9 p.m. at the site, and the Chamber and Town Manager would need to have a conversation with the Police department requesting that they monitor compliance with the residential noise ordinance as administrative conditions of approval. The Board and staff agreed these should be enforced in a manner to accommodate the valid concerns of the residents, while offering a hospitable environment to the showmen to encourage their annual return to the town.

MOTION: T.Adams made a motion to approve the Chamber Special Events permit with the two administrative conditions. J.Spanos seconded the motion. The motion carried unanimously (5-0-0).

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

C.Kahn provided an update that the School Building Committee appears to have been disbanded and the School Board was now handling the details and decisions of the project. The Chair noted he had requested they bring the plans to the Board as a courtesy. C.Kahn noted they are required to apply for a building permit which will require submission of the plans to staff.

V. 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

M.Alexander noted only the Building Permit Applications report was provided to the Board as the other reports contained no changes since the last meeting. The Board reviewed the BP report and I.Saitow noted a typo.

VI. PUBLIC INPUT on Specific Issues

No one spoke.

VII. ADJOURNMENT:

MOTION: T.Adams made a motion to adjourn the meeting. J.Hettinger seconded the motion. The motion carried unanimously (5-0-0).

The meeting was adjourned by the Chair at 6:41 pm.

Dated: August 25, 2011