

**Town of Poland
Planning Board Meeting
September 27, 2016 – 7:00 PM
Town Office Conference Room**

MINUTES

CALL TO ORDER

Chair James Porter called the meeting to order at 7:00 PM with members Dawn Dyer, William Foster, George Greenwood present.

MINUTES

August 23, 2016

- Member William Foster motions to accept the minutes of August 23, 2016, seconded by member George Greenwood.

VOTE: YES – 3 NO – 0

September 13, 2016

- It is noted that from now on, Secretary Jessica Leighton will note who is absent, with or without notice.
- Member George Greenwood motions to accept the minutes of September 13, 2016 with the adjustment to note who is absent with notice. Seconded by Vice Chair Dawn Dyer with no discussion.

VOTE: YES – 3 NO – 0 ABSTAIN – 1 (William Foster)

OLD BUSINESS

Findings of Facts:

Autumn Inc. – Wildwood Subdivision Amendment – Brian Merrill – Map 13 Lot 16

- George Greenwood abstains from this vote.
- Vice Chair Dawn Dyer motions to approve the Findings of Facts in conclusion of law in regards to the Wildwood Subdivision Amendment for Autumn Inc. on Map 13 Lot 16. William Foster seconds with no discussion.

VOTE: YES – 3 NO – 0 ABSTAIN – 1 (George Greenwood)

NEW BUSINESS

Formal Site Plan Review – Classroom Modular and Office – Poland Spring Academy - Map 7 Lot 34

- Vice Chair Dawn Dyer recused herself from the review due to conflict of interest.
- President Melanie LaFrinea was present with Jess LaVassuer, a board member. She explained that Poland Spring Academy was not increasing population size but looking to expand their facilities in order to accommodate some educational tools they had received grants for. The other modular would be for an office for the administrative aids.
- CEO Nick Adams went over the engineering review memorandum. Engineer Jim Seymour wasn't concerned with any of the aspects of the project. No more children are being added, the first approval was for ninety kids and President Melanie LaFrinea confirms that currently they have no more than sixty-five kids at any given time.
- Currently they have a storm water permit from DEP, which will not need to be amended because they are staying under 10,000 square feet.
- Traffic requirements are fine because they are not increasing the amount of children. If they go above 108 children a traffic movement permit would be required.

- The applicant confirmed that they are working with the Fire Marshall's office to bring the academy into compliance with NFPA regulations.
- President Melanie LaFrinea confirms that they will be putting the building at least fifteen feet away from the septic.
- In 2003 a condition of approval was made from the previous fire chief stating that during the second phase of Poland Spring Academy's plans, a sprinkler system or 10,000 gallon cistern would have to be installed. Since then, the ordinance has changed and the dry hydrant that is within 3500 feet is sufficient, so the condition of approval is irrelevant.
- All department heads said they didn't have an issue with the project.
- After approval for this project is granted, Poland Springs Academy plans on working with Jones Associates to create a comprehensive site plan for the entire property.
- Member William Foster motions to accept the checklist as complete for Poland Spring Academy Formal Site Plan Review Modular Classroom and Office Lot 7 Map 34. Motion seconded by George Greenwood with no discussion.

VOTE: YES – 3 NO – 0 ABSTAIN – 1 (Dawn Dyer)

- CEO Nick Adams reads off the previous conditions of approval from the last Planning Board Approval: soil and erosion control; plans conditioned on compliance of the applicant; approval expires in twelve months; building and use permits need to be obtained; applicant shall use full cutoff illumination for exterior areas; and relocation of existing signs shall meet code requirements.
- Member William Foster motions to approve the Formal Site Plan Review for Poland Spring Academy Modular Classroom and Office Map 7 Lot 34 with conditions of approval indicated by the Code Enforcement Officer as well as the ability to move the exact location of the modular to stay in compliance with Land Use Codes and that the applicant update the plans to reflect the amendment. Seconded by member George Greenwood. CEO Adams inquired about whether the amended application should come back in front of the Board, the Board agrees that if it's done on the findings, they will sign it.

VOTE: YES – 3 NO – 0 ABSTAIN – 1 (Dawn Dyer)

OTHER BUSINESS

Chair James Porter asks Nick if he had reached out to the owners of the Big Apple/ Dunkin Donuts. Nick said he had sent an email but hadn't heard back yet.

Chair James Porter asks about the two issues on either side of Route 11. CEO Adams says it is being worked on.


ADJOURNMENT


Member William Foster motioned to adjourn, seconded by member George Greenwood with no discussion.

Vote: YES – 4 NO – 0

Recorded by Jessica E Leighton

Date Approved: 10/25/2016
Poland Planning Board


James Porter, Chairman


William Foster, Secretary


Dawn Dyer, Vice Chair


George Greenwood, Member