

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
December 2, 2020
6:30 p.m.

I. ROLL CALL

Present: Lori Anthony, Chair
David Christensen, Vice-Chair (ZOOM)
Kala Godard (ZOOM)

Michael Provencher
Debra Burrows (ZOOM)
Edward Zelmanow

Absent: Dwayne Prescott

Others: Angela Chute Dennis Abbott Gary Lamb Glenn Charette David Lowe
Jeff Read **Tom Donnelly**

Lori stated a quorum was met with members present and the meeting was called to order at 6:33pm.

II. MINUTES

➤ November 18, 2020

Minutes accepted as written with recommended changes.

III. NEW BUSINESS & PUBLIC HEARINGS

➤ HEP Energy Maine – McLucas Road Project
➤ Jeff Read from Sevee & Maher Engineers was in town hall to present the project with Bob Patten attending via ZOOM.

The project is roughly a 20 acre ground mounted solar array located on Town of Waterboro tax map 7 lot 51. The project is located in split zones of Conservation Zone and the Farm & Agricultural Zone. They will utilize an existing curb cut at the site entrance on McLucas Road. The project consists of 2 “cells”, an eastern cell of approximately 11 acres and a western cell of approximately 7 acres with a 3000’ road access. Pods are enclosed by chain link fence. The land was previously harvested. Site will be rough graded to less than 20% grade then revegetated with meadow mix. Natural resources have been indicated on the plan to include a potential vernal pool, stream, and wetlands. There will be no impact to either the vernal pool or the wetlands. The project does trigger Stormwater PBR which they will submit after they receive road access acceptance. Improvement of the stream access will trigger a PBR with DEP.

Planning Board discussion followed the presentation of the project to include questions regarding their plan for use of any herbicides, pesticides, requirement of a decommissioning plan and surety bond in place. Clarification on PILOT vs property taxes with Lee Jay explaining the Town Administrator may enter into negotiations but that has no bearing on the Planning Board consideration. **It was** pointed out that no survey was provided so can they find the application complete. The application can be found complete as there is no requirement of a survey to be

provided in plan review but one can be requested. Tax maps are not accurate and are only a picture of what MAY be out there. Members were advised that Northern Survey would be working on the survey but that they would not be doing a full boundary survey, survey would only encompass the array boundaries. Glenn pointed out that a building permit requires setbacks and the array is considered a structure and would require a permit. Erosion control and site plan difficult to see, would like to see plans of 1:200. Question of whether ditching and grade work ok? Engineers asked to confirm potential vernal pool vs actual vernal pool to which it was explained that would happen in the spring. Bridge vs culverts for entrance and they would be working with DEP on that. Proposed construction would begin in the spring as there is a high demand for manpower and electricians.

Lee Jay stated the next step would be to find the application complete and set dates for public hearing and potential site walk.

David Christensen made the motion to find the application complete, second by Michael Provencher.

Vote by Roll Call: Debra Burrows – yes David Christensen – yes
Michael Provencher – yes Lori Anthony – No
Kala Godard – yes Edward Zelmanow – yes

Vote: 5 Agree, 1 Disagree; application is found complete

Board discussed need for site walk. It was deemed the location is steep and could be difficult to traverse and that it wouldn't show them anything. There would be no site walk as agreed by the members present. Public hearing is set for December 16, 2020 at 6:30.

IV. OLD BUSINESS

V. COMMUNICATION

VI. MISCELLANEOUS

➤ FOF Signatures

- Discussion surrounding the signing of FOF. Historically it has been if you approved them you signed them. It is very difficult to obtain signatures from members in a reasonable time. FOF may be submitted when a quorum of signatures have been received or with a statement that the Board is authorizing the Chairperson to sign on their behalf.
- Members questioned on their choice regarding the signatures:
 - Edward Zelmanow: Conditions that the board authorizes Chair to sign
 - Michael Provencher: If you approve them you sign them
 - David Christensen: Conditions that the board authorizes Chair to sign
 - Kala Godard: Conditions that the board authorizes Chair to sign.
 - Debra Burrows: Conditions that the board authorizes Chair to sign.
 - Lori Anthony: If you approve them you sign them.

David Christensen made a motion to approve FOF based on minutes & video allowing the Chair to sign on behalf of the Board if quorum votes to approve FOF. Second by Kala Godard.

Vote by Roll Call: Debra Burrows – yes David Christensen – yes
Michael Provencher – No Lori Anthony – yes
Kala Godard – yes Edward Zelmanow – yes

Vote: 5 Agree 1 Disagree; motion passes allowing Chair to sign on behalf of the Board.

➤ Packets

- Historically PDF documents are emailed if size permits. Full scale plans are too large to email in the packet and need to be picked up. The email is not in lieu of picking up the packet. Glenn stated there is running history of the problem of members not picking their packets up and has been an issue for at least 6 years, the problem is never going to go away. His office isn't delivering them, members volunteered for this position and they're responsible to pick their stuff up.

It was agreed that there would be no delivering of packets unless extenuating circumstances arose and arrangements are made ahead of time. Packets will not be mailed as we can't rely on the postal service to deliver.

Selectmen have a site where packets are uploaded and they can log in to receive their information for their meetings. In circumstances where there are plans to review then a hard copy would be necessary.

Lee Jay cautioned with going digital regarding who is going to print the project packets for submission and what will you have in front of you at a meeting. Reminded the board this does not take the place of their packet and they still need their hard copies.

Glenn voiced his concern that Angela already takes all walk ins to his office, as well as phone calls, research requested by him, Gary or anyone else. Lori also stated Angela is also the Admin to both Planning Board and ZBA. Decision was made to try the FTP site and review the process in the future for any changes or issues.

VII. ADJOURNMENT

- Edward Zelmanow made the motion to adjourn. Michael Provencher second the motion. No discussion. Meeting adjourned at 8:01pm.

Vote by Roll Call: Debra Burrows – yes David Christensen – yes
Michael Provencher – yes Lori Anthony – yes
Kala Godard – yes Edward Zelmanow – yes

Vote 6 - 0 in favor. Meeting Adjourned.

VII. ITEMS NEEDING SIGNATURE

- November 18, 2020

Approved Date: _____

Lori Anthony

David Christensen

Debra Burrows

Michael Provencher

Kala Godard

Debra Burrows