

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for February 3, 2003 - Page 1 of 7**

I. ROLL CALL: This meeting was held in the City Council Chambers, was called to order at 7:00 p.m., and was chaired by John Cole.

- **Members in Attendance:** John Cole, Jeffrey Gosselin, Roger Lachapelle, Lucy Bisson, John Racine, Jim Horn, and Tom Truchon.

- **Members Absent:** Rob Robbins and Robert Connors.

- **Staff Present:** James Bennett, City Administrator; Gil Arsenault, Deputy Development Director; Lincoln Jeffers, Business Development Manager; James Lysen, Planning Director; David Sanborn, Planning Coordinator, and Doreen Christ, Administrative Secretary - Planning Division.

- **Student Member Present:** Ethan Chittim. **Student Member Absent:** Wade Morgan.

At this point in the meeting there was a "Moment of Silence" regarding the catastrophe of the Space Shuttle, "Columbia".

II. ADJUSTMENTS TO THE AGENDA: To hear the Final Hearings before Item IV. Public Hearings, Sub-Item E. Proposal to amend Article XIII, Development Review and Standards of the Zoning and Land Use Code, in order to streamline review procedures.

III. CORRESPONDENCE: The following items were distributed at this meeting: A. A Memorandum from James Bennett, City Administrator, dated February 3, 2003 regarding the FY2004 Lewiston Capital Improvement Plan; B. A letter from Madeleine C. Roy dated January 30, 2003 regarding 2 Crowley Road; C. A letter from Pierre & Janice Nadeau dated January 30, 2003 regarding the Zoning Variance of 86 Webster Street; and D. A cost estimate for the application by Greg Amos for the creation of Mountain View Estates. The following motion was made.

MOTION: *by Lucy Bisson, seconded by Roger Lachapelle to accept these items, place them on record, and read them at the appropriate time.*

VOTED: 7-0.

The Planning Board Members stepped down to join the public for the powerpoint presentation of the FY2004 LCIP.

IV. PUBLIC HEARINGS:

A. FY2004 Lewiston Capital Improvement Program (LCIP). This item was presented by James Bennett, City Administrator. This has been submitted to the City Council. James Bennett reviewed the Operational Impacts of the LCIP, which includes vehicles, buildings, informational technology, and roads, sidewalks. The purpose of the LCIP is that it is a planning document, not a funding document, it needs to be integrated with the FY2004 budget, and it will be revised at the time of budget presentation.

James Bennett then presented the operational review of City vehicles: There are 153 vehicles and other equipment. The estimated replacement cost is \$7,462,100 with \$445,799 required as an annual replacement cost. The breakdown includes:

1. The Police Department with 27 vehicles. Their current estimated replacement cost is \$559,500 with \$146,950 required as an annual replacement cost,
2. The Fire Department with 11 vehicles. Their current estimated replacement cost is \$2,715,000 with \$145,650 required as an annual replacement cost, and
3. The Parks & Recreation Department with 8 vehicles. Their current estimated replacement cost is \$139,000 with \$12,392 required as an annual replacement cost.

The assessed value of all City Buildings, which does not include the schools amounts to \$35,452,683. The required annual upkeep and maintenance of these buildings would be \$221,580.00.

There are 240 personal computers in the City with nine servers and 60 network components (i.e. printers, routers, etc.) The estimated replacement cost is \$600,000, with \$100,000 recommended annually.

James Bennett reviewed the roads within the City. He described the principle and minor arterials, collector streets, and residential streets. The total annual cost of roads is \$496,432.00.

There are over 80 miles of sidewalks within the City. The required annual overlay costs would be \$50,667 and reconstruction at \$197,039, with the total being \$247,707.

Last year, there was no money taken out of property taxes.

James Bennett showed a slide of his presentation showing the funding history. Next, was the sources of funds which include operational capital from surplus and the FY2003 budget change. The next slide in his presentation was a comparison between historical funding (non-bonding) and required. The historical funding (non-bonding) average is \$1,446,582. The required is \$1,816,513.

Other issues include the Bates Mill, which does not include any funding at this time and parking issues, which does not include any recommendations for further parking investment in the next year.

Some of the significant items that need to be done include catching up on roads and sidewalks, downtown investment, water storage issues, and federal/state road projects.

James Bennett presented the Board a slide showing downtown improvements (depicted in colors i.e. red indicates rehab). James Bennett then reviewed the downtown investment. The investment includes enhancements to Lincoln Street, repairing of Lisbon Street pavers, enhancements made to Park Street, the rehabbing of Spruce Street, and investment of lower Lisbon Street.

James Bennett then reviewed the recommendations contained in five slides FY2004, as follows:

Recommendations I: Airport Upgrades (\$25,000); IT Replacement (\$100,000); 911 Equipment Upgrade (\$15,000); Police Vehicles (\$175,000); Fire Vehicles (\$150,000); Pre-emption system (traffic light) (\$60,000); Culture Learning Center (Library) (\$2,000,000); Recreation Equipment (\$75,000), Recreation Field Rehab (\$35,000); and Railroad Park Upgrades (\$100,000).

Recommendations II: Transit bus replacement (\$50,000); City-wide building improvements (\$100,000), Public Works air quality (\$250,000), City-wide building maintenance (\$50,000), CSO Gullybrook drainage (\$1,000,000), GIS upgrade (\$40,000), catch up funds for roads (\$2,000,000), and annual street work (\$570,000).

Recommendations III: Energy saving traffic lights (\$25,000), rehab Lisbon Street pavers (\$35,000), Handicap ramps sidewalks (\$25,000), Sidewalk repair (\$125,000), Lincoln Street enhancements (\$400,000), Spruce Street improvements (\$245,000), Park Street improvements (\$60,000), and Lower Lisbon Street improvements (\$1,000,000).

Recommendations IV: No Name Pond Watershed (\$25,000), Sidewalk snow blowers (3) (\$225,000), Rehab sewer lines (\$150,000), Sewer equipment (\$60,000), SCADA (\$50,000), Infiltration removal (\$25,000), Storm drain install (\$20,000), NPDES storm water management (\$120,000), Hydroelectric head gates (\$40,000), fencing at landfill (\$27,000), and landfill maintenance compliance (\$25,000).

Recommendations V: LAWPCA land acquisition (\$75,000), Pumping station update (\$25,000), Water main replacement (\$500,000), water storage (\$4,500,000), Meter replacement (\$50,000), and equipment replacement (\$25,000).

The total cost of impacts is \$22,824,000. The sources of funds are, as follows: 1. City Bonds - \$7,368,500, City Operating - \$2,629,300, CDBG - \$355,000, Federal/state - \$5,846,200, Sewer bond - \$1,000,000, Sewer operating - \$260,000, Water Bond - \$5,025,000, and Water Operating - \$175,000.

In conclusion, James Bennett stated that the next steps for the LCIP is to submit the details to the City Council, finalize negotiations on the Bates Mill for the City Council's consideration, prepare and submit the FY2004 budget to the City Council, submit the revised FY2004 LCIP to the City Council, and then council deliberations on the FY2004 budget and LCIP.

After this presentation, the Planning Board stepped back up from the public audience.

This item was then opened to the Planning Board for comments. Since there were no comments from the Board, this item was opened to the public for comments. There were also no comments from the public. This item was then closed to the public and brought back to the Planning Board. A recommendation is needed to be sent to the City Council. This item can be taken as an advisement. James Bennett stated that there will be adjustments and that there needs to be an opportunity to blend in with the budget. The following motion was made.

MOTION: *by Lucy Bisson, seconded by Roger Lachapelle that the Planning Board send a favorable recommendation to the City Council on the FY2004 Lewiston Capital Improvement Program (LCIP), subject to further review at a later date.*

VOTED: 7-0.

In conclusion, James Bennett commented that operational dollars will both affect and have an impact on us. ***Both John Cole and Jeffrey Gosselin recused from the Board on the following item. Since Chairman John Cole recused himself, Roger Lachapelle chaired this item.***

B. Proposal by Central Maine Medical Center to amend Article XII, Section 16, Signs, of the Zoning and Land Use Code. James Lysen read to the Planning Board the memorandum prepared by David Hediger, Land Use Inspection Officer, dated January 29, 2003. Central Maine Medical Center (CMMC) has recently applied for two (2) sign permits for their new heart and vascular institute. These signs were to be erected on the penthouse of the new structure housing the institute's HVAC systems, however, the permits were not issued, due to

portions of the proposed signs extending above the level of the flat roof of the penthouse. This is in violation of Article XII, Section 16(c)(2) of the City of Lewiston's Zoning and Land Use Code. CMMC is petitioning this Board and the City Council to amend the code to allow for the installation of their proposed signs. The amendment prepared by both Staff and CMMC would allow for the installation of two (2) wall signs to project no more than five (5) feet above the level of a flat roof or the eaves of any other type of roof, as long as that portion of the sign does not exceed 20 percent of that signs total area.

This item has been advertised for tomorrow City Council Meeting (February 4, 2003).

The sign is limited to the facade of the building.

This item was turned to the public for comment, of which there was no public audience. The following motion was made.

MOTION: *by Lucy Bisson, seconded by John Racine to send a favorable recommendation to the City Council to amend Article XII, Section 16, Signs, of the Zoning and Land Use Code, as proposed.*

VOTED: *5-0-2 (John Cole and Jeffrey Gosselin Abstained).*

Both John Cole and Jeffrey Gosselin rejoined the Planning Board for the remaining agenda items.

C. Proposal by George Hamby to rezone 2 Crowley Road (Lewiston Grange) from the Office Service (OS) District to the Highway Business (HB) District to allow food and beverage sales as part of their operation. James Lysen read his memorandum dated January 30, 2003. George Hamby filed a petition and proposal to rezone his property located at 2 Crowley Road from the Office Service (OS) District to the Highway Business (HB) District in order to allow food and beverage sales, as well as dancing and other entertainment in the hall of the Lewiston Grange. Currently, George Hamby rents out this facility for such functions, however since he has no liquor license, events need to be catered by businesses that have the proper licenses. The Lewiston Grange has been used to put on functions that involved entertainment, food and alcoholic beverages. These types of uses are grandfathered. The HB District does allow eating and drinking places as a permitted use and adult business establishments, as conditional use. The Grange Hall would be subject to a Conditional Use Permit through the Board of Appeals. George Hamby would like to continue use of the function hall and run a private club on the second floor of the Lewiston Grange.

Jack Clifford was present at this meeting and represented George Hamby.

There were two (2) issues that needed to be addressed. 1. The nature of the club. This is a membership organization. The headquarters are on the second floor. The club would be able to hold a liquor license and would qualify to have a license. 2. The building is an historic structure. The costs to maintain the building are surprising. It costs thousands of dollars to keep the building maintained. Liberty Mutual employees use this club as a place to go to after work. The building is insulated and sound-proofed. Entertainment will be downstairs. Lucy Bisson questioned the hours of operation. According to liquor laws, it can be open until 1:00 a.m. There is ample parking, however, the parking would need to go through the Board of Appeals.

D. Proposal by David Thibodeau to rezone 214 Old Lisbon Road from the Office Service (OS) District to the Highway Business (HB) District to allow automotive repair garages. David Thibodeau's automotive repair garage is being relocated to accommodate the Wal*Mart Distribution Center project. This site was previously approved in 1992 for Northeast Painting and Coating, however, this building was never constructed.

Staff feels that the simplest way to accomplish both requests is to extend the HB District across Old Lisbon Road and South Lisbon Road. Old Lisbon Road relates more to commercial than to the OS District. If the rezoning goes through, DavidThibodeau would need to go through development review.

David Thibodeau was present at this meeting. He stated that he does not keep junk cars. He wants to have his building further back. The back of the building will be facing the turnpike. The building is 40 x 80 feet. There are no wetland issues. Again, James Lysen stated that this project would be subject to development review. This project would require a 6-8 foot stockade fence, trees, or a combination of them.

The public session was closed and the following discussion took place.

James Lysen referenced Lincoln Jeffers memorandum dated January 31, 2003. It states that the LAEGC and the Development Department have been working with David Thibodeau to relocate the business since Wal*Mart decided to locate its mechanized food distribution center in Lewiston. As part of its Agreement with Wal*Mart, Thibodeau Transmission is required to relocate within six (6) months of the real estate closing. A city-wide search was conducted and it was determined that 214 Old Lisbon Road best meets the locational criteria for his business. It is close to and easily accessible from Route 196 and abuts the turnpike. The reason for this rezoning request is that the OS does not permit automotive repair shops, while the HB does.

Lucy Bisson stated that this whole area fits together. The mapping provided to the Planning Board showed the location of the railroad tracks, abutting businesses such as Canteen Services, etc.

James Lysen said that this rezoning relates more to the HB than the OS. The following motions were made.

MOTION: by **Roger Lachapelle**, seconded by **Jeffrey Gosselin** that the Planning Board send a favorable recommendation to the City Council on a proposal to extend the Highway Business (HB) District across Old Lisbon Road and South Lisbon Road from the Main Turnpike to Crowley Road (see map).

This motion was amended:

by **Roger Lachapelle** seconded by **Lucy Bisson** to include that a recommendation be sent to the Board of Appeals for them to address issues related to lighting, parking, and hours of operation for the Lewiston Grange during their request for a Conditional Use Permit.

VOTED: 7-0.

V. FINAL HEARINGS:

A. Final Hearing on an application by Greg Amos for the creation of Mountain View Estates, a nine (9) - lot, single-family subdivision located at 69 Hogan Road, adjacent to Teakwood Knoll. Reading of the memorandum by David Sanborn dated January 31, 2003 was waived. The Site Plan for this project reflects a total of ten house lots in the proposed nine-lot subdivision on 19.36 acres located at 69 Hogan Road. The road into the Mountain View Estates Subdivision will not be paved and the proposed lots will not be serviced by public sewerage or public water. James Lysen stated that the City will not accept responsibility for the road. The road amendment will be looked at in March 2003 and that basically will bring up private road standards to public road standards. James Lysen stated that this road may remain private. The buyer will be well aware of what they are buying into. This item would need to come before this Board for the road or amendments to the subdivision. The road would have to be designed by an Engineer. Construction of a road would need to be approved by the Public Works Department. The recommendation would then go to the City Council. The intention is not to make this a public road.

Both **Jeff and Greg Amos** were present.

The new amendments speak about five (5) or fewer lots and small, short roads.

John Cole asked, "Is there sufficient water supply for these lots and what are the requirements?" John Cole referred to the letter from Affordable Well Drilling, Inc. dated January 22, 2003 from James Bisson, President, Master Well Drill No. D0014. James Lysen responded that this is acceptable for these types of developments. If you dig deep enough, you will get water. There is not really a requirement within our code. Each lot will have a wastewater disposal system that meets the standards of the Maine State Plumbing Code.

This item was then opened to the public.

Susan Haywood (107 Nichols Street) is the steward for Thorncrag Bird Sanctuary, which is an abutter to this subdivision. Susan Haywood is concerned with the open space that has been set aside. She asked where is the trail and its appropriateness. She also asked, "What does Lot No. 2 look like?" There could be a possible impact on Thorncrag's Property. The response to her last question was that there is a house being built on Lot No. 2 and the remaining area will be vacant. This area will remain wooded. The open space is a 22 foot wide area up along the property line. There are tentative plans to do a little loop for a casual walking trail, but they are not concrete plans.

Susan Haywood stated that more aggressive posting may be required from Thorncrag to keep trespassers from these properties. Greg Amos stated that there is a rock wall that marks the boundary line between Amos' property and Thorncrag.

When the lots are sold, it is up to the property owner to maintain, however, the Homeowner's Association will do the trash removal and clear and maintain the road. The 30 foot rear setback will add additional buffer space to the abutting Thorncrag Bird Sanctuary. James Lysen stated that the 30 foot yard needs to remain in a vegetative state.

A condition of approval could be subject to the requirement that the stone wall remain undisturbed. This would satisfy Thorncrag's long-term concerns. The trail would be a foot path.

This item was then closed to the public and the following motion was made.

MOTION: by **Lucy Bisson**, seconded by **Roger Lachapelle** that the Planning Board approves the application for the creation of Mountain View Estates, 69 Hogan Road as complete; that the stone wall remain undisturbed along the boundary line; that the trail be bent and looped around back to itself to prevent trespassers; and finds that it meets all the approval criteria under Article XIII, Sections 4 and 5 of the Zoning and Land Use Code.

VOTED: 7-0.

B. Final Hearing on an application by Central Maine Power (CMP) Company on an minor amendment to Lot B (5 Challenger Drive) in the South Park Industrial Subdivision. Lincoln Jeffers did a quick overview of this project. E-Pro on behalf of CMP submitted an application to amend Lot B (5 Challenger Drive) in the South Park Industrial Subdivision. The amendments are necessary in order for CMP to meet the increasing

electrical needs in the Lewiston area and the planned Wal*Mart Distribution Center. The amendments are to add a .50 acre parcel (65 x 326 x 69 feet) from Lot B to the CMP Right-Of-Way and two (2) proposed easements on Lot B for proposed future utilities and construction access.

Present at this meeting were **David Dominie**, Senior Environmental Specialist from E-Pro, **Mike Seavey** from CMP, and several other representatives.

The location of both Final Hearing B. and C. were shown on the mapping to the Planning Board Members. This is located in the vicinity of the Alfred Plourde Parkway, Diamond Phoenix, Challenger Drive, and Peoples Heritage Bank buildings. The amendment is shown in green coloring. Lot B is shown in red (owned by South Park), and the Construction/Maintenance easement is shown in the yellow line and it surrounds the substation. The transmission line is shown in gray coloring.

The South Park Development Corporation has been working closely with CMP. South Park still wants to retain Lot B as much as possible to provide parking for Lots A, C, and D. They want to preserve as much land as possible to support a project on either one (1) of those lots. James Lysen said that this is actually three (3) requests, which are: 1. The minor amendment to the subdivision, 2. The request for the substation, and 3. Granting a Conditional Use Permit. There was no public audience. The public discussion was closed and the following motion was made.

MOTION: *by Jeffrey Gosselin, seconded by Lucy Bisson that the Planning Board finds the application by Central Maine Power (CMP) Company on a minor amendment to Lot B (5 Challenger Drive) in the South Park Industrial Subdivision to be complete; that it meets all the applicable approval criteria under Article XIII, Sections 4 and 5 of the Zoning and Land Use Code; and grants final approval to the project, subject to DEP Site Location of Development approval.*

VOTED: 7-0.

C. Final Hearing on an application by Central Maine Power (CMP) Company to create an electrical substation located on a portion of Lot B (5 Challenger Drive) and other land owned by CMP near the South Park Industrial Subdivision. Again, E-Pro on behalf of CMP submitted an application to develop an electrical substation and an application for a Conditional Use Permit to be located in the South Park Industrial Subdivision. A minor amendment (see Item B. above) was necessary to move this project ahead. This project is located on CMP's Section 75 transmission line ROW corridor. The new substation will be an open-air substation switching facility and will include a pre-fabricated 14 x 20 foot metal building. The prefabricated building will house the AC/DC, monitoring, and protection and control equipment. There will be an eight- (8-) foot high chain link fence topped with a 3-strand barbed wire to enclose the facility. A 350 foot long driveway off of Challenger Drive will be added along the CMP transmission ROW to provide access.

Both the Police and Fire Departments had no concerns. There were several comments made by code enforcement and were included in the Planning Board packets. The following motion was made.

MOTION: *by Lucy Bisson, seconded by Roger Lachapelle that the Planning Board finds that the application by Central Maine Power (CMP) Company to create an electrical substation located on a portion of Lot B (5 Challenger Drive) and other land owned by CMP in the South Park Industrial Subdivision to be complete; that it meets all the applicable approval criteria under Article XIII, Section 4 of the Zoning and Land Use Code; that it meets all the necessary standards under Article X, Section 3, Standards for Conditional Use Permit; and grants final approval to the project.*

VOTED: 7-0.

After these above motions were made, there was a five- (5-) minute break from 8:50-8:55 p.m. for the Planning Board Chairman to sign the mylar drawings.

As mentioned Section II. Adjustments to the Agenda, the following item was heard.

IV. PUBLIC HEARINGS:

E. Proposal to amend Article XIII, Development Review and Standards of the Zoning and Land Use Code, in order to streamline review procedures. James Lysen presented this item and read his memorandum dated January 31, 2003 to the Planning Board. Enclosed in the Planning Board packets was the latest revisions to Article XIII. Development Review and Standards dated January 27, 2003. Changes recommended to this article have been bolded from the January 6, 2003 Planning Board Meeting. Most of the changes are clarifications and editing. Other subsequent changes are: On Page No. 4, this proposal creates a quorum to the Staff Review Committee (S.R.C.), whereby four (4) members need to be present to constitute a quorum. On Page No. 6, after approval, maps and drawings of projects are to be transferred in an appropriate electronic file format. This is requested in another part of code for boundary surveys for lots in a subdivision, etc. This will all be included in the Government Information System (G.I.S.). On Page No. 10, this proposal eliminates the change of notification to adjacent municipalities. Staff

will notify all abutting property owners. This will still be done, but the interpretation is changed on who is an impacted municipality and why they were not contacted. This has been eliminated so that the process is not questioned. On Page Nos. 11 and 12, it is made clear that development review meetings are open to the public, but it makes sure that the language does not require a Public Hearing. Any item before the Planning Board that requires a Public Hearing requires four (4) affirmative votes to constitute an action. The only thing that requires a Public Hearing before this Board are code amendments, zoning amendments, the Community Development Block Grant (CDBG) Program, and the Lewiston Capital Improvement Program (LCIP). The zoning review does not require a Public Hearing. People are allowed to make comments. All meetings are open to the public, but are not Public Hearings. Language also talks about a participating abutter purview. In order for someone to appeal an action of this Board on a project that goes through development review, they have to be an abutter in standing and they also need to participate in the hearing itself. James Lysen said that his interpretation is that if development review is expanded to be a Public Hearing, than everybody is allowed in the whole City as long as they participate. There are some projects of this magnitude, i.e. CMP and the Waste to Energy Plant which impacts just about everybody in the City. The major focus of this proposal is to require just one (1) meeting for all development review applications and to allow Staff to process the minor changes in a less formal and a timely fashion. The changes do get approved by the City Council.

James Lysen said that there have been discussions with consultants in the area, developers in the area, engineers, traffic people, mobile park owners, and land owners. James Lysen said that he felt that most people liked the process as is, but if it can be streamlined and made shorter, than do it. This shifts a lot of the burden on the applicant to really produce good plans and a complete application. What prevents a project from going forward is the application and the nature of the project.

Jeffrey Gosselin questioned the application requirement and stated that a lot of material is not necessary. There is too much information. He said that drainage calculations, etc. is not his line of expertise. James Lysen said some of the paperwork needs to be lessened. James Lysen said that this allows him to determine what information is necessary. This will give James Lysen the ability to determine what is needed. Lucy Bisson suggested getting more information with less engineering data in a form that the Board can understand. John Cole stated that the Board needs to rely on James Lysen's engineering expertise and his Staff. This community has the luxury of having a wonderful Planning Staff. He stated that Planning Staff does their job and does it well. Usually issues that are brought up pertain to either Code Enforcement or Public Works. Part of this streamlining includes not seeing any comments from Public Works. The issues will have already been addressed before the Public Hearing. James Lysen said that this streamlining will create a new application and maybe working with a better finding of fact. This will be discussed in the Planning Board Workshop scheduled to be held on Monday, February 24, 2003.

James Lysen agreed that records could be documented better, instead of submitting tons of information.

All rezonings are a recommendation from the Planning Board. They then go on to the City Council.

James Lysen stated that the other change is with the "de minimus" call. The change will be documented.

John Cole said that he fully supports this streamlining. Gil Arsenaault said that the City Council will favor this because it is pro-development. This will put Lewiston ahead of most communities and will limit the amount of meetings required. James Lysen said that there is a need to get out and inform the public. Timely input needs to be given.

MOTION: *by Jeffrey Gosselin, seconded by Roger Lachapelle that the Planning Board send a favorable recommendation to the City Council to adopt the Development Review Standards.*

VOTED: 7-0.

VI. OTHER BUSINESS:

A. Brookside View Estates - De minimus Change. David Sanborn read his memorandum dated January 31, 2003. Technical Services, Inc. on behalf of Edward Hebert & Sons, Inc. submitted this request for a minor amendment to this subdivision. The minor amendment is to the plan in regards to wells and subsurface waste water systems. The plans were previously approved for common wells and disposal systems. The code has changed since then and Edward Hebert & Sons, Inc. would like to use individual systems for each lot. There was no discussion on this item, therefore, the following motion was made.

MOTION: *by Jeffrey Gosselin, seconded by Lucy Bisson that the Planning Board accepts the application for Brookside View Estates to be of a "de minimus" change.*

VOTED: 7-0.

B. Main Street Traffic Study. This item was presented by James Lysen. Bill Eaton of Eaton Traffic Engineering has been retained by Milone & MacBroom (this firm was the low bidder on the overpass project) and has also been retained by Norm Boulay on his project (Dunkin' Donuts). James Lysen commented that Norm Boulay has stringent traffic requirements that are necessary for his project. LACTS (now A.T.R.C.) put out the project for the Main Street overpass (from Montello Street to the overpass). John Cole said that this is a problem and that it is a built-in conflict. Bill Eaton's job is to make it work for Norm Boulay. There are two (2) conflicting imperatives. John Cole said that this is their problem and that this could go against Bill Eaton's credibility. Phase I of the Main Street Traffic Management Study's focal point is the intersection of Main Street and Strawberry Avenue. This study will come back

to the Planning Board as a Public Hearing. No action was required on this item.

C. Recommendations on Staffing to the Lewiston-Auburn Community Forestry Board. At this point in the meeting, James Lysen informed the Board on David Sanborn's resignation as Planning Coordinator, which now leaves staffing to the Forestry Board open. John Cole said that it was a pleasure working with David Sanborn. Jim Horn stated that he would be interested and wanted to know what this entails. This would be an asset to the City to have a Planning Board Member on this Board. There is one (1) meeting per month (early evening) and the meetings are held at Bates College. The duration of these meetings is approximately one (1) to 1-1/2 hours. The following motion was made.

MOTION: by **Lucy Bisson**, seconded by **Jeffrey Gosselin** that the Planning Board recommends Jim Horn to be the Board Representative to the Community Forestry Board.

VOTED: 6-0-1 (Jim Horn Abstained).

D. Planning Board Workshop - February 24, 2003. James Lysen asked who does the Planning Board feel should be invited to this Workshop that is scheduled for February 24, 2003 at 7:00 p.m. Richard Flewelling of the Maine Municipal Association (MMA) will be present at this Workshop. The next regularly scheduled Planning Board Meeting is to be held on Monday, March 3, 2003. Jeffrey Gosselin suggested inviting the City of Auburn Planning Board and other communities. Items, such as conflicts of interest, Roberts Rule of Order, and findings of fact will be reviewed at this Workshop. John Cole would like to see a review of the minutes to see if they are too inclusive or not inclusive enough. Gil Arsenault would rather limit this to a specific City and not other communities. In conclusion, John Cole will get in touch with Richard Flewelling to see if he wants others invited.

E. Any other business Planning Board Members may have relating to the duties of the City of Lewiston Planning Board.

VII. READING OF THE MINUTES: Reading of the minutes from the January 6, 2003 Planning Board Meeting.

MOTION: by **Lucy Bisson**, seconded by **Roger Lachapelle** to accept the Planning Board Minutes for January 6, 2003, as submitted.

VOTED: 7-0.

VIII. ADJOURNMENT: This meeting adjourned at 9:40 p.m.

Respectfully submitted,

Lucy A. Bisson
Planning Board Member and Secretary

DMC:dmc
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