

**APPROVED MINUTES  
Andover Planning Board  
February 13, 2024**

**Members present:** Ken Wells, Chair; Jacob Gilman, Vice-Chair; Nancy Robart; Donna Duclos; Roland Carter, Ex-Officio. Brian Thomas, Alternate arrived at 7:15 p.m.

**Also present:** Doug Phelps, CIP Chair; Fred Lance; Greg Stetson; Steve Barton; Steve Darling; Laurie Zimmerman; Jim Hersey; Jesse Schust; Colin Brown, Surveyor; Nate Cole; Mike Sharp; Pat Moyer, Planning & Zoning Administrator; Lisa Meier, Recording Secretary

Chair Wells opened the meeting at 7:00 p.m. with roll-call.

**Minutes of November 14, 2023**

Duclos – Approve  
Thomas – Second  
Unanimous – Vote to approve

**Capital Improvement Plan – Presentation of output report for 2023 – 2024 Budget Cycle – Doug Phelps**

Phelps presented on outline of what the departments / committees come before the committee with regarding any improvements they would like to consider. Criteria is they departments / committees must come before the Capital Improvement Plan Committee and the total must be at least \$20,00 with a 5-year lifespan – see attached report from Phelps. Members of the committee are Doug Phelps, Jim Hersey, Fred Lance, Roland Carter, and Greg Stetson. The committee is an extension of the Planning Board. Gilman asked if the dollar amounts are current year or do they include inflation and the response was they are current year. Robart asked where the information for the Cilleyville Bridge and the Transfer Station are and Phelps responded that no information was provided to the committee. Thomas asked if the Capital Reserve Deposits go into a money market and Phelps responded that the Trustee of Trust Funds was researching this.

**Non-Binding Consultation: Innovative Timber Harvesting, LLC / Nate Cole Route 4 / Depot Street for a potential subdivision. The property is Tax Map 35, Lot 418,442 in the Agricultural / Residential and Forest / Agricultural Districts with Colin Brown as agent.**

Brown explained that this is actually two parcels. One parcel is 11.50 acres and the second parcel is 14.5 acres. They are looking at a 6-lot subdivision. There is a right-of-way which lines up with the old crossing to the backland. It was asked if there was access to lot 418,442 from Eagle Pond Road and the response was no. It was asked what their intentions are for the backland and the response was they were unsure at this time; however, they are hoping they could have an additional two 7.0-acre lots. It was asked if they had contacted the Friends of the Northern Rail Trail and the response was no as DOT owns the access to that land. It was asked if this might qualify for a conservation subdivision and the response was it possibly may. It was indicated that the workforce housing might gain them more density. Sharp stated he is familiar with the procedure from working with other towns and stated they would like to know what would work with Andover. Brown stated they could revisit this. Sharp stated he is not a fan of multi-family housing. Carter stated there could be problems with septic and setback with multi-family housing. Robart stated this area is a wildlife corridor. Cole stated that they are clearing the trees for several reasons including disease of the red pines. Robart stated there are wetlands on

the other side of the property. Cole responded there is a buffer to the rail trail. Darling asked if this was gated and the response was no. Brown stated they could potentially do shared driveways for the lots and Carter responded that this is a good plan. Gilman stated that the additional housing consideration is great. Robart stated she is concerned with the wetlands on the back lot and the response was there are eight usable acres on this lot. Brown stated there would be a concern with shoreland protection also. Wells asked what the depth of the second lot is and the response was 500 – 600'. Wells stated they should take advantage of shared driveways. Thomas stated he was curious to see what folks might say about this and he is concerned with the historic nature of the area. Carter asked what types of homes they are considering. Someone else asked if there could possibly be a covenant included in the deeds stating a minimum size of 1500 square feet and something with a full foundation. Wells stated that there is definitely a pressing need for housing for young families in Andover as well as one-level housing for seniors. Andover doesn't need six tract houses, built square to the road with six separate driveways built on spec in that location.

Robart asked if the property was in current use and the response was yes. Schust stated the according to Granite Viewer, the back lot is some of the best habitat for wildlife. Wells asked if the rail trail holds the deed or has a right-of-way and the response was DOT claims ownership. Brown asked if there were any other concerns they need to look at. Moyer asked why the houses are located so close to the road and the response was those are not houses on the plans, they are the septic locations. Cole advised they are not planning any disturbance of the cemetery area.

### **Master Plan Survey – Continued work / final preparations**

Gilman stated that the survey is now on the website and it is approximately 9 minutes and 56 seconds in length. Duclos asked about the people that do not utilize a computer and the response was there will be surveys available at town hall. Gilman stated he is unsure if any post cards will go out as previously discussed and he will get something over to Proctor and will send something to AEMS. Wells asked if the fliers will be out by February 27, 2024 and the response was yes.

### **Review of Ken's information that was sent out in January regarding camper / camping**

Wells previously distributed a write-up regarding campers / camping. Carter stated Andover needs to have an ordinance for campers on property including a time-frame before taxing them. Wells stated other towns have ordinances regarding this and we need to look at them and come up with our own language for an ordinance.

### **Reports – Select Board – Roland Carter**

Carter stated the town is caught up for town meeting and they are meeting with town attorney Matt Serge on March 8, 2024. Robart asked if anyone has joined the Transfer Station or Recycle Committee and the response was not yet as they are on hold for now. Robart questioned a potential sewer line along the rail trail and Carter stated there may be grant money for a study of this (sewer). Thomas stated that Proctor is looking at densifying.

### **Reports – Planning & Zoning Administrator – Pat Moyer**

Moyer stated she has no update.

### **Additional Items for Consideration**

1. Wells stated they are hoping to have an All Boards and committee meeting some time in April.

### **Adjournment**

There being no further discussion, Gilman made a motion at 9:00 p.m. to adjourn. Robart seconded the motion and the motion passed.

Respectfully submitted,

Lisa Meier  
Recording Secretary

Amended and approved by the planning board at their meeting on March 26, 2024 meeting.  
Amended minutes written by Patricia Moyer, Planning and Zoning Administrator