



**Town of Boothbay Appeals Board
Wednesday, July 22, 2014**

Minutes

Appeals Board

Richard W. Perkins – Chair
Stephen L. Malcolm- Vice Chair
Jeanne Fuller
James Tonan
Martin Page – Alternate
David Steinmetz - Alternate

1. **CALL MEETING TO ORDER:** *Chairman Richard Perkins called the meeting to order at 7:00PM.*
2. **ROLL CALL OF MEMBERS:** **Present:** Richard Perkins, Stephen Malcolm, Jeanne Fuller, James Tonan, Martin Page, David Steinmetz, Sally Daggett, Attorney for the Town of Boothbay and James Chaousis II, Town Manager

3. **NEW BUSINESS:**

Completeness review: (The Appeals Board shall notify the applicant either that the application is complete, or, if the application is incomplete that additional material is needed to make the application complete.)

Use Variance Application of Mariner Tower II, LLC and Lucy Ann Spaulding for wireless telecommunications facility at Ocean Point Road, Map R9/ lot 12A. Property is located in the Special Residential Zoning District.

Representatives from Mariner Tower and Ms. Spaulding were all present for this review. No one was present to speak on behalf of Wright Pierce.

Steve Malcolm said he wasn't sure he had seen everything that was asked for. He said in the letter from Wright Pierce they said they should have all the information soon. Mr. Malcolm said he thought the board would have all of the information requested before this. Mr. Malcolm asked Sally Daggett where the board stood with dates.

Sally Daggett said the board had until September 8th to have a public hearing and make a decision.

James Chaousis said he could speak about his communication with Wright Pierce. He said they had done a site plan review but there were some last minute drainage reviews that needed to be done. The review and the RF plan should both be available by the end of the week.

Steve Malcolm said there was no assessment from Wright Pierce, he saw nothing about alternative sites, there should be some information about one site vs. another.

James Chaousis said he had given Wright Pierce information about the town ordinance on drainage.

Sally Daggett asked how much time Wright Pierce would need to complete the site review.

James Tonan said there was no Peer Review tonight.

Sally Daggett asked if everything from the applicant is complete could the Board conduct the Public Hearing as soon as they have the Peer Review.

Steve Malcolm said in order to find it complete he would want specific dates to have the rest of the information.

Mr. Springer, attorney for the applicant, said he has had no requests for information that they have not already provided. He had not seen the latest letter the board received from Wright Pierce and Mr. Chaousis provided him with a copy.

Jeanne Fuller asked Mr. Springer if he could respond to the letter tonight after reading it. Mr. Springer said he still did not see anything in the letter that he had not already provided.

Jeanne Fuller said she feels the application is complete.

Steve Malcolm said he is OK with the board saying the application is complete as long as the requested information is received by specific dates. He would like the information on alternative sites; he suggested putting pressure on Wright Pierce to provide by a specific date. He said he did not want any deals going on behind the boards back between the applicant and Wright Pierce.

Dick Perkins said he feels the applicant has supplied all the information asked for to Wright Pierce.

DRAFT – NOT YET APPROVED

James Tonan made a motion that the application is complete this evening on the condition that all the information originally asked for from Wright Pierce be provided by the end of next week (August 1st). Jeanne Fuller seconded the motion. Vote: 4-0 in favor.

The Peer Review is to be complete by August 8, 2014.

The Public Hearing is scheduled for Tuesday, August 12, 2014 at 7:00PM.

Mr. Springer said he agreed with the chairman that nothing should be done behind the boards back and suggested a conference call with Wright Pierce.

A conference call is set to be held on Thursday, July 24, 2014 at 10:00 AM between Mr. Springer, Sally Daggett, James Chaousis and Wright Pierce.

4. ADJOURN: Steve Malcolm made a motion to adjourn the meeting at 7:35PM and David Steinmetz seconded the motion. Vote: 4-0 in favor.

Minutes respectfully submitted,

Sherry Tibbetts
Secretary