

**Palmer Planning Board  
Planning Board Meeting Minutes  
Monday, November 20<sup>th</sup>, 2023**

**I. Call to Order**

Chairman Michael Marciniac called the meeting to order at 7:10 PM on Monday, November 20<sup>th</sup>, 2023, in the Planning Department Office. Vice Chairman Norman Czech, Members Shelby Lamothe, and Michael Dee were present. Also present was Town Planner Heidi Mannarino recording minutes.

***Public Hearings: None Scheduled***

***New Business:***

- Gravel Inspection Reports
- ANR- Country Lane- Lot Reconfiguration
- Meeting Minutes: 9/11/23, 9/20/23, & 10/30/23
- Abutting Town Notices
- Interest Allocation Report

***Old Business:***

***Board Member Comments:***

**ANR- Country Lane- Lot Reconfiguration**

Chairman M. Marciniac informed the Board that there was an error in the first set of plans submitted. The original plan set indicated that Lot 2 would only have 50 feet of frontage, which would make it nonconforming. M. Marciniac explained that the error was due to the overlay of other text on the plans, which covered the “1” in what should have read as “150” feet. The applicant submitted revised plans after being made aware of this mistake.

**N. Czech made a motion to deny the ANR (lot division) plans for Country Lane dated 6/07/2023, M. Dee seconded. The motion passed 4-0 at 7:14 PM.**

**N. Czech made a motion to approve the revised plans for the ANR (lot division) for Country Lane dated 11/07/2023, M. Dee seconded. The motion passed 4-0 at 7:17 PM.**

**Gravel Reports- Third Inspection**

M. Marciniac gave a brief overview of how the gravel pit inspections are conducted, and the Planning Board’s role in acknowledging receipt of the subsequent report.

S. Lamothe asked why one of the elevations was highlighted in the inspection report for RDL Associates LLC. M. Dee read aloud a blurb in the report which explained that the numbers highlighted show the highest groundwater elevation, and based on that number the proposed excavation is not in compliance with the required 5-foot separation.

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**A motion to acknowledge receipt of the third interim gravel reports was made by N. Czech, M. Dee seconded. The motion passed 4-0 at 7:26 PM.**

**Minutes**

**A motion to approve the minutes of 10/30/2023 as written was made by N. Czech, seconded by M. Dee. The motion passed 4-0 at 7:29 PM**

**A motion to approve the minutes of 9/11/2023 as written was made by M. Dee, seconded by S. Lamothe. The motion passed 4-0 at 7:29 PM.**

A motion to approve the minutes of 9/20/2023 as written was made by N. Czech, seconded by M. Dee. The motion passed 4-0 at 7:31 PM.

**Abutting Town Notices & Interest Allocation Report**

Were available in the Board's dropbox for review.

**Board Member Comments**

M. Marciniac informed the Board that Liberty Plaza was not in compliance with all of their erosion and stormwater controls. He explained that the site lacked a crushed stone anti-tracking pad as well as silt fence around their stockpiles. Brief discussion ensued.

**Adjournment**

A motion to adjourn the meeting at 7:40 PM was made by N. Czech, seconded by M. Dee. The motion passed 4-0.

 12/18/23  
Shelby LaMothe, Clerk