

Minutes for Tuesday, May 17, 2011 Planning Board Meeting

1. Call to Order: Chairman David Johnson called the meeting to order at 7:04 PM.

2. Introduction of Attendees: Present were: Chairman David Johnson, Secretary Laura Chadbourne, Member Gail Bartlett, Alternate Members Jane Gibbons and Ron Kiesman, and CEO Eric Gulbrandsen. Absent: Members Annette Bouchard and Bob Scott. Also present were Shannon McManus of KJK Wireless and Richard Trafton of Trafton & Matzen.

3. Read Minutes from April 19, 2011 Meeting: The Minutes from the April 19, 2011 meeting were read by David Johnson. Gail Bartlett moved and Laura Chadbourne seconded the acceptance of the minutes as written. The motion passed unanimously.

4. Communication & Bills

A. Correspondence Received (by date):

1. 5/4/11 – rec'd by Secretary via email from Shannon McManus of KJK Wireless: notifying Board that Shannon was sending via mail a package with revised site plans, completed soil survey and map, and a removal bond letter. Shannon also asked how to obtain driveway permits. Secretary responded via email on 5/11/11 with website for Maine Department of Transportation for driveway information; also confirmed that some information was received by Secretary and would be brought to 5/17 Board meeting.

2. 5/5/11 – rec'd by Secretary via US Mail: package from Shannon McManus of KJK Wireless containing: cover note dated 5/4/11, high intensity soil survey, 1 set of ½ sized site plans, and a letter regarding costs to remove the proposed wireless tower installation.

3. 5/10/11 – rec'd by Secretary in PB Mailbox: letter dated 5/6/11 from Richard Trafton of Trafton & Matzen, LLP regarding application for wireless tower.

B. Correspondence Sent (by date):

1. None.

5. CEO's Report: Eric Gulbrandsen submitted the April 2011 CEO report. Gail Bartlett moved and Laura Chadbourne seconded the acceptance of the CEO's report. The motion passed unanimously.

6. Old Business:

A. Board reviewed newly received pieces of information from KJK and Richard Trafton against list of outstanding items requested from KJK in March 29, 2011 letter from Board to KJK. Notes from discussion:

- DEP Application: not yet complete. Richard Trafton confirmed that a DEP application had been filed, and that he expects a "permit by rule" within approximately 21 days. The Board reiterated that copies of both the application and the DEP approval will need to be sent to the Board.
- Generator fuel: questions were answered in Trafton's letter with the exception of how the fuel will be transported. Richard confirmed that it will be transported by truck when possible and by snowmobile when the road is snowed in.
- Generator hours / odors: questions were answered in Trafton's letter except for odors. Richard confirmed that odors were minimal to none. Additional information shared by Richard is that the generator is wired into the US Cellular network; therefore, if the generator is not operating correctly, the US Cellular system is alerted right away.
- Traffic and noise: addressed in Trafton's letter.

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- Road maintenance: Richard Trafton confirmed verbally that US Cellular will maintain the road at its own cost. US Cellular technicians check the road each time they visit and report any problems right away. The only vehicles on the road will be small trucks or snowmobiles except during the construction process.
 - High Intensity Soil Survey: submitted by Shannon McManus.
 - Explanation of “Revised” site drawings – addressed in Trafton’s letter.
 - Five **full size** sets of plans: complete
 - 2 driveway permits: not yet complete. Shannon McManus will be contacting the Maine DOT and CEO Eric Gulbrandsen for the required permits.
 - Guarantee for facility removal: not complete. Shannon submitted a letter from engineering firm Dewberry-Goodkind, Inc. outlining removal costs; however, a guarantee was not included. Richard Trafton will send the Board a sample guarantee bond for review. He relayed that in his experience such guarantees are in the form of a commercial bond, typically listed as a condition of CUP approval; CEO generally issues building permit once the bond is received.
 - NEPA Report: Board noted that, in the NEPA report, the satellite map of the wireless tower site showed longitude and latitude coordinates that did not match coordinates on the wireless tower site plans. Shannon McManus will investigate and report back to the Board.
 - Balloon Test: Board asked KJK to describe how a “balloon test” works. Richard noted that balloon tests required advance notice but were generally conducted just before a public hearing. A large balloon is floated on a string above the tower site, at the height where the top of the tower would be. People can then see from surrounding areas where the top of the tower will be located. Balloon tests are dependent on weather.
 - Board confirmed again that KJK’s application for a CUP has not yet been accepted as complete by the Planning Board (pursuant to the Board’s vote not to accept at the 12/21/10 Planning Board meeting), and that, as discussed at the Dec. 21st meeting, Southern Maine Regional Planning Commission (SMRPC) will need to review some of the CUP materials for the Board. Once the full set of materials have been received, the Board will review them, then forward them to SMRPC, who will prepare a cost estimate for review of the application. Should KJK Wireless decide to proceed, the Board will require written confirmation of that decision, along with a check for the amount of the estimated cost of the review. Until this happens, the review at SMRPC will not occur and the application materials will not be accepted by the Board.
- B. Board postponed review of Town of Sweden Zoning Ordinance, beginning at Section X.W, page 33, until a future meeting.

7. New Business:

- A. None

8. Announcements:

- A. The next regular Meeting will be **Tuesday, June 21, 2011** at 7:00 PM at the Sweden Town Office.

Gail Bartlett moved and Dave Johnson seconded that the meeting be adjourned at 8:25 PM. The motion passed unanimously.

Respectfully submitted,

Laura Chadbourne
Secretary