Lancaster Zoning Board of Adjustment
Location: Lancaster Town Hall
February 25th, 2026

Zoning Board Meeting opened at 1830H by Chair Tricia Frenette.

Zoning Board Roll Call:
Regular Members: Chair Tricia Frenette, Les Hilton, Steve Young, Donald Freddette
Absent: Vice Chair Nate Kenison
Alternate Members Present: Scott Lambert, Eric Livingstone, Robert Cass
Alternate Members Absent: David Anderson
Others Attending Meeting: LUC Robin L Irving

QUORUM

Minutes:
Hilton moved to **APPROVE AS WRITTEN** the January 28th, 2026 meeting minutes. Freddette seconded the motion. All members voted to **APPROVE AS WRITTEN** the January 28th, 2026 meeting minutes, no objections. *Motion Passed.*

Appointments: None

Public Hearings: None

Other Business:

Land Use Permits: None

Training Topic(s)/Material(s): The Board discussed public hearing procedures and compared applications to past cases. A specifically Identified shortcoming is lack of Department Head input prior to deliberation; they are essentially the subject matter experts. This is particularly important for cases wherein the Board reviews driveway curbcuts, water and sewer connections and location of said mains, drainage pipes and the location of such, Fire/EMS access, and the Assessor's opinion of impact on surrounding property values. LUC Irving explained that she copies all departments with the case materials when she sends out the emails, but she will change the correspondence to include specific request from department heads and set a deadline. This may help with departmental responses, especially if the Town Manager is copied on the correspondence. LUC Irving will send one round of correspondence before involving management simply because the TM has better things to do than monitor whether departments are following through with tasks.

Announcement(s)/Correspondence: None

Other: Terms for both Tricia Frenette and Scott Lambert will end after town meeting. Both members agreed to be reappointed. Hilton moved to **RECOMMEND TO THE SELECTBOARD FOR REAPPOINTMENT** to the Zoning Board both Tricia Frenette and Scott Lambert. Freddette seconded the motion. All members voted to **RECOMMEND TO THE SELECTBOARD FOR REAPPOINTMENT** to the Zoning Board both Tricia Frenette and Scott Lambert, none opposed. *Motion passed.*

Some members mentioned a Planning and Zoning Conference held at the Mountain View Grand that used to be available for registration by Zoning Board members. This conference offered interesting training opportunities. It seems as if the conference has not been available since COVID. LUC Irving agreed to look into whether it is still offered.

Freddette moved to **ADJOURN** the meeting at 1952PM. Young seconded the motion. All members voted to **ADJOURN** at 1952PM, no objections. *Motion Passed.*

Respectfully submitted,

Robin L. Irving

Approved: _____ Date APPROVED: 4/29/2026

Robin L. Irving, Land Use Coordinator for the
Lancaster Zoning Board of Adjustment