

Parsonsfield Planning Board Meeting
634 North Rd Parsonsfield, ME
Tuesday July 16th, 2019
Minutes

In Attendance: Nate Stacey, Andy Yale, Rick Sullivan, Brendan Adelman, Clifford Krolick
Absent: Justin Espinosa

Also, In Attendance: Lindsay Gagne, Tiffany Brendt, Stephen Anderson, Craig Bona, Amy McNally, Thomas Greer, Ralph Austin, Darin Smith, Ellyn Smith, CEO Jesse Winters, Jennifer Lewis, James Baron

Mr. Stacey Calls the meeting to order at 7:02 pm and reviews the agenda items

Review June 18th Meeting Minutes

The board takes a few minutes to review the minutes.

Mr. Stacey Motions to accept the minutes as they are

Mr. Yale Seconds the motion

The board votes in favor of accepting the minutes.

Review July 2nd Workshop Meeting Minutes

The board takes a few minutes to review the minutes

Mr. Stacey Motions to accept the minutes as they are

Mr. Yale Seconds the motion

The board votes in favor of accepting the minutes.

Mr. Sullivan Makes a motion to address Watson Woods on the agenda ahead of the Budget discussion

Mr. Adelman Seconds the motion

The board votes unanimously in favor of addressing Watson Woods

Watson Woods Subdivision

Mr. Stacey Asks Mr. Greer to go through their final plan.

Mr. Greer Briefly reviews each section and explains the final plan consists of reduced driveways to four, regrowth landscape plans for the buffer, back up septic systems for each lot, a wild life impact study, MDOT permits with 450 foot site distance, open space of 8.6 acres, drafted homeowners association with easements, an updated storm water report, high intensity soil maps and other details submitted in the final plan.

Mr. Adelman Believes the school, road commissioner, fire chief and police chief will need to be contacted, which is not included in the plan. Later, he confirms this is a task the planning board will be responsible for.

Mr. Yale Asks about the plan containing retained land.

Mr. Austin Reviews the retained land and logging requirements.

Mr. Sullivan Suggests taking the next 30 days to further review the plan of its completeness. He has not fully reviewed the plan and would abstain from voting tonight.

Mr. Krolick Asks if the planning boards hired consultants would need to be available for a site walk

Mr. Adelman States they would review the material first.

Mr. Stacey States the board will only be voting if the plan is complete tonight and can then set up the site walk and a public hearing.

Mr. Krolick Requests to address some of his concerns. He reviews some policies in the current comprehensive plan referencing soil ecology and the intended land use for rural residential development. A recommendation may be to set minimum lot size to 2 acres for low density areas.

Mr. Yale Asks Mr. Krolick if low density development is clearly delineated in terms of lot size

Mr. Krolick States this is in terms of development size, large or small. Large being anything over 3 homes

Mr. Austin Asks if that is clearly written in the comprehensive plan

Mr. Krolick States no.

Mr. Sullivan States the board will need to vote on the completeness of the application. He will abstain from voting as he has not fully reviewed all the material in the plan.

Mr. Stacey Motions to accept the application as complete

Mr. Adelman Seconds the motion

The board votes unanimously the application is accepted as complete.

Mr. Stacey Suggests scheduling a Public Hearing and a Site Walk. He recommends the driveways and boundaries could be marked at the site walk.

**A site walk has been scheduled for Saturday July 27th at 10am
with a rain date scheduled for Saturday August 3rd at 10am**

A public hearing has been scheduled for Tuesday August 13th at 7pm.

Planning Board Budget

Mr. Yale Asks about legal fees on the budget and if they would come out of Escrow for applications

Mrs. Gagne States the select board had explained any lawyer fees would have to come out of the planning board budget.

Mr. Sullivan Asks about the Watson Woods escrow account and how they would go about hiring consultants

Mrs. Gagne Reviews the current balance of their escrow account and there are sufficient funds for hiring consultants.

Mr. Stacey Reviews the subdivision regulations and states an escrow balance may cover “independent consultants”, however this is somewhat broad in terms.

Mr. Adelman Recalls in past meetings the town attorney stated he was not working with the board as a consultant.

Mr. Stacey Suggests adding discussion of hiring Watson Woods Consultants at the next workshop scheduled the first Tuesday of August. He suggests adding to the budget cost for recording equipment. In reviewing the payroll budget being over expended this could request an increase as well.

Mr. Adelman Recommends the assistant can draft a budget proposal and submit to the Select board.

Workshop details from last workshop

Mr. Stacey Reviews at the last workshop the board worked off the sample bylaws from MMA and made changes and corrections to it. At this point it will just need to be finalized and at the next meeting the board can determine a vote on the final bylaws.

Mr. Stacey Makes a motion to adjourn

Mr. Yale Seconds the motion

The board votes in favor of adjourning the meeting.

Draft completed by: Lindsay Gagne

Approved by board, Date: _____

Planning Board Chair or acting Chair
Name & Signature