

**Parsonsfield Planning Board Meeting**  
**634 North Rd Parsonsfield, ME**  
**Tuesday May 21<sup>st</sup>, 2019**  
Minutes

**In Attendance:** Justin Espinosa (Chair), Brendan Adelman, Rick Sullivan, Andy Yale  
CEO Jesse Winters in attendance

**Absent:** Nate Stacey, Clifford Krolick

**Also, In Attendance:** Lindsay Gagne, S. Tiffany Brendt, Stephan Anderson, Corey Lane, Travis Clark

The meeting is called to order at 7:03 pm.

**Mr. Espinosa** Briefly reviews with the board members he met with the select board regarding a question on the marijuana ordinance submitted as to why cultivation was not part of the ordinance. He explained to the select board that cultivation was not part of the opt in. The ordinance the board has drafted pertains to medical marijuana facilities for accessory structures. A concern, of a specific issue, was brought to the select board by someone and was addressed by the select board.

**Review April 16<sup>th</sup> Meeting Minutes**

The board takes a few minutes to review the meeting minutes

**Mr. Espinosa** Motions to accept the minutes as they are

**Mr. Adelman** Seconds the motion

The board votes all in favor of accepting the minutes as they are.

**Review May 7<sup>th</sup> Workshop Minutes**

The board takes a few minutes to review the meeting minutes

**Mr. Espinosa** Motions to accept the minutes as they are

**Mr. Adelman** Seconds the motion

The board votes all in favor of accepting the minutes as they are.

**Review May 9<sup>th</sup> Public Hearing Minutes**

The board takes a few minutes to review the meeting minutes

**Mr. Espinosa** States Article 1 was removed as an article and rather proposed as a summary, as discussed in the public hearing.

**Mr. Adelman** Asks if what the board presented will qualify for a ballot

**Mr. Espinosa** States it was passed to the select board.

**Mrs. Brent** As a member of the select board, answers they have received the draft and currently are in the process of reviewing it.

**Mr. Adelman** Motions to accept the minutes as they are

**Mr. Espinosa** Seconds the motion

The board votes all in favor of accepting the minutes as they are.

### **Review discussion topics from the workshop held on May 7<sup>th</sup>**

**Mr. Espinosa** Reviews there were sample bylaws sent to the board members with the intention that the board can use these as a basis to begin drafting Parsonsfield planning board bylaws. The board can look through these samples and write down notes to be addressed at a workshop

**Mr. Yale** States there are existing bylaws, he believes, somewhere

**Mr. Espinosa** Understands they may have existed at one point, but either way they may be outdated. What he's suggested is to have a member, each month, identify a process and work on mapping out the tasks to complete that process. (i.e: drafting and submitting newspaper ads)

**Mr. Yale** Thinks that may take a lot of time where there could be numerous processes. He suggests multiple members take a task each to work on per month. Perhaps outline the tasks first to identify a better timeline.

**Mr. Espinosa** Suggests each member do one task a month and plan to draft a full set of procedures within a year.

**Mr. Yale** agrees this will help confirm responsibilities and appropriate actions.

### **Other Business**

**Mr. Espinosa** States to the board Mr. Anderson would like to ask the board a few questions.

**Mr. Sullivan** Motions to entertain a question from Mr. Anderson

**Mr. Espinosa** Seconds the motion

The board votes all in favor of addressing Mr. Anderson's questions.

**Mr. Anderson** States he has been to most, if not all, meetings pertaining to the Watson Woods subdivision and his concern is Mrs. Lane has been recently accused of acting like a lawyer. He asks the board a series of questions.

**Mr. Espinosa** States the accusation had originally come from a decision made by the select board.

**Mr. Anderson** Understands this and believes the planning board was involved in this and continues to ask a series of questions, addressing the board, if they ever believed Mrs. Lane was a lawyer or if she has ever stated she was a lawyer? If she was given permission by the board to speak in the meetings and if she was ever disruptive? He states Mrs. Lane received a letter from the Attorney General's office.

**Mr. Yale** States at one time he believed she was a lawyer and asked Mrs. Lane if she was and she had answered no. He was not aware of any letter.

**Mr. Espinosa** On a few occasions she was given permission to speak to the board, she has not been disruptive, however, the person she represents has been disruptive. He too, believed she may have been a lawyer, but when asked Mrs. Lane, she stated she was not.

**Mr. Sullivan** States he never thought Mrs. Lane was a lawyer and believed she has stated in the past she is not a lawyer.

**Mr. Espinosa** Understands Mr. Anderson believes the planning board has accused Mrs. Lane of acting as a lawyer, however, this was a decision made by the select board. Mrs. Lane has interacted with other departments then just the planning board.

**Mr. Adelman** Doesn't understand what Mr. Anderson is asking as it seems he is presenting something that an attorney wrote, in which the planning board could not answer to this letter.

**Mrs. Lane** States she has a long history of working with regulation with the Saco river corridor and has only presented her knowledge when attending any planning board meetings.

**Mrs. Brent** States the town attorney is hired by the town and Mrs. Lane sent unauthorized emails to the town attorney, in which the attorney cannot get paid for these. She explains the

process the select board has for authorizing payments. This decision was made in an executive session and state law prohibits sharing specific information. She suggests to Mr. Anderson he could meet with the Select Board at their next meeting.

**Mr. Yale** States his concern it may be unclear how processes are broken down and finds the board to be on the defense at times. He suggests the board determine how to better conduct their meetings.

**Mr. Adelman** Suggests creating a system to address public input in so that the planning board can conduct as a board during working meetings and deter conversations getting too carried away.

**Mr. Espinosa** Suggests putting on the agenda space to go into public comment.

**Mr. Adelman** When doing this, very clear ground rules should be established.

**Mr. Espinosa** This would be good also to include in the bylaws. He discusses other business including emailing the lawyer regarding Watson woods, however, he has not heard back at this time. He also plans to set up a meeting with the Select board assistant to discuss the planning board budget.

**Mrs. Gagne** Suggests reviewing costs for reviewing SPR's to determine an appropriate escrow fee. She can itemize some of the costs to give the planning board an idea

**Mr. Espinosa** Asks Mrs. Brendt if money left over from the budget goes into a general fund account.

**Mrs. Brent** Suggests the chair could meet with the select board to discuss other options.

**Mr. Espinosa** Asks for any other comment, there is none. He makes a motion to adjourn

**Mr. Yale** Seconds the motion.

All board members vote in favor of adjourning the meeting.

The meeting is adjourned at 8:02 pm.

Draft completed by: Lindsay Gagne

Approved by board, Date: \_\_\_\_\_

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Planning Board Chair or acting Chair name  
& Signature