

**TOWN OF PARSONSFIELD  
PLANNING BOARD WORKSHOP MINUTES  
6:00 PM  
Wednesday, October 4, 2023  
TOWN OFFICE BUILDING**

**I. Called to Order**

Aaron Boguen called the workshop to order at 6:02 p.m.

Attendance: Sabin Beckwith, Aaron Boguen, Allen Jackson, Roger Moreau, Harvey Macomber (Alternate)

Absent: Gerard Clifford, Paul Farris (Alternate)

Guests: None

**II. Workshop**

**a. Continued Discussion – Ordinances, Processes, Procedure**

Floor opened to discuss LD-2003.

Aaron Boguen distributed document (attached – Payment Schedule, copies will be filled with a copy of these minutes) from SMPDC (Southern Maine Planning and Development Commission) that outlines the terms of filing for money from the State for making ordinance updates per LD-2003.

Discussion about when to submit for the funding. Options are either prior to work being done or as a reimbursement. The Board agreed to discuss this at the regular meeting and vote on a course of action.

Discussion was had on whether to formally use SMPDC as the vendor for completing the ordinance work. Agreement that the Board needs to formally vote on this action at the regular meeting.

Discussion around the timing of the ordinance updates. Updates would need to be made, reviewed by the Board, a Special Town Meeting will need to be scheduled to approve changes. Concerns were raised about the time it would take to do all this, only a few Planning Board meetings left prior to the January 1, 2024 deadline. Possibility of asking Maine Dept. of Economic and Community Development for an extension. Decision made by the Board to vote on it at the October meeting.

Discussion around being prepared for site walks, and site plan reviews. Ensuring all questions are brought up and ensuring all voices are heard and respected. This is important to the cadence of application review; site walk, public meeting, voting on application completeness and voting on the final decision for an application, all happening in the most efficient manner.

**III. Adjournment**

The workshop was closed at 7:07 p.m. by Aaron Boguen.

**Respectfully Submitted,  
Aaron Boguen, Vice Chair (Acting Chair)**

**Approved by the Board at the October 18, 2023 Meeting.**

  
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**Aaron Boguen, Chair**