

**TOWN OF PARSONSFIELD
PLANNING BOARD MEETING MINUTES
6:00 PM
Wednesday, April 19, 2023
TOWN OFFICE BUILDING**

I. Call to Order

Sabin Beckwith called the meeting to order at 6:02 p.m.

Present: Sabin Beckwith, Allen Jackson, Roger Moreau, Code Enforcement Officer Jesse Winters, Recorder Desirae Lyle

Absent: Aaron Bogue, Gerard Clifford, Paul Farris (Alternate)

Guests Present: Linda Marsh, Denise Crooker, Jeff Merrill Jr, Jeff Merrill III and wife, Dawn Barrett, Debbie Ebert, Jeff Wright

II. Correspondence

- a. An email was received from Linda Marsh on April 2, 2023 regarding a pit on Cramm Road. Sabin Beckwith explained that enforcement of permits is a duty of the Code Enforcement Officer (CEO). He suggested that the parties involved with the pit on Cramm Road make an appointment with the CEO to discuss how to move forward.
- b. An email with an attachment was received from Jeff Merrill Jr on April 18, 2023 regarding a pit on Maplewood Road. Sabin again noted that Mr. Merrill needs to speak to the CEO who will address any violations that may be occurring.
- c. The Board acknowledged an email from Mark Moody that was received on 4/19/2023. Mr. Moody was not in attendance, but this matter was discussed, and the CEO will be meeting with the appropriate parties.

III. Review of Minutes (March 15, 2023 & April 5, 2023 Workshop)

(NOTE: The April 5, 2023 workshop minutes were not provided to the Board, but the March 1, 2023 workshop minutes were.)

Roger Moreau made a motion to accept the March 1, 2023 workshop meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion to accept the March 15, 2023 meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

IV. Old Business

- a. There was none for the Board to discuss.

V. New Business

- a. **Site Plan Review – Dawn Barrett – 20 Federal Road – Map U4, Lot 4 – Proposed Change of Use from Retail Business for Wood Stoves to Child Care Facility**

Dawn Barrett is proposing to change the use of this property from a retail business for wood stoves back into a childcare facility so that she can expand her services. Mrs. Barrett provided a copy of her prior license for this property from the Department of Health and Human Services with her application. The Board discussed the septic concerns. Sabin explained that he is willing to accept and approve this application with the condition that a septic inspection be done. Mr. Wright commented that the Selectmen's Assistant may have a copy of the septic permit on file. The Board suggested that Mrs. Barrett contact the office first thing in the morning to see if this is true.

Roger Moreau made a motion to accept the application as complete. Allen Jackson seconded the motion. Motion carried with all in favor.

No vote was taken regarding a site walk or a public hearing. A site walk was held at this property on January 8, 2022. A public hearing regarding the retail business for wood stoves was held on January 19, 2022.

Sabin Beckwith made a motion to approve the application changing the use of 20 Federal Road back to a childcare facility with the condition that a septic inspection be done by camera to map the system, or a septic plan be submitted within 90 days of tonight's approval. Allen Jackson seconded the motion. Motion carried with all in favor.

VI. Open to Public Questions

Linda Marsh asked what the next step would be after meeting with the CEO. Sabin explained that once they meet with the CEO, the CEO will review the original approval and determine if the current owner is in violation.

VII. Schedule Workshop for Wednesday, May 3, 2023

Sabin Beckwith made a motion to hold a workshop on Wednesday, May 3, 2023. Roger Moreau seconded the motion. Motion carried with all in favor.

VIII. Adjournment

Roger Moreau made a motion to adjourn at 6:50 p.m. Allen Jackson seconded the motion. Motion carried with all in favor.

Respectfully Submitted,



**Desirae Lyle
PRB Executive Secretary**

Approved by the Board at the May 17, 2023 Meeting.



Sabin Beckwith, Chair