

**MINUTES  
TOWN OF PARSONSFIELD  
PLANNING BOARD MINUTES  
6:00 PM  
Tuesday, August 18, 2021  
TOWN OFFICE BUILDING**

**I. Call to Order**

Allen Jackson called the meeting to order at 6:00 p.m.

Present: Sabin Beckwith, Gerard Clifford, Allen Jackson, Thelma LaVoie, Clifford Krolick (Alternate – Arrived at 6:10 p.m.), Aaron Boguen (Alternate), Recorder Desirae Lyle

Absent: Andy Yale, Code Enforcement Officer Jesse Winters

Guests Present: Selectmen Harvey Macomber, Deb Jackson, Paul & Judith Beaton, Mr. & Mrs. Lindstedt, Helene Boucher, Steven Brown Jr, Michael LaLonde (arrived at 6:25 p.m.)

**II. Public Hearing - Site Plan Review – Paul Beaton – 102 Lloyd Watson Road – Map U9, Lot 7 – Add New Deck to Existing Deck**

Allen Jackson opened the public hearing portion of the meeting at 6:00 p.m.

Allen Jackson explained that at the site walk held on Saturday, August 14, 2021, there were discoveries made and Mr. Beaton has been asked to submit to the Board a new drawing of the project.

Allen Jackson made a motion to close the public hearing at 6:05 p.m. The motion was seconded by Sabin Beckwith. Motion carried with all in favor.

**III. Correspondence**

Allen Jackson listed the correspondence as follows:

- a. Notice of Incomplete Application was sent to Paul Beaton on July 27, 2021.
- b. Notice of Receipt of Application was sent to Helene Boucher on August 2, 2021.
- c. Notice of Decision and Findings of Fact was sent to Roger Moreau on July 27, 2021. Allen noted that there is an error in the letter and asked Desirae to fix it and resend the letter.
- d. Notice of Decision and Findings of Fact was sent to Ben & Donna Bassett on July 27, 2021.

- e. Desirae Lyle advised the Board that Gerard Clifford who was absent from the last meeting held on July 21, 2021, has reviewed the minutes from that meeting and listened to the recording or watched the video of the proceedings. He has completed the "Member's Affidavit Regarding Missed Planning Board Meetings" attesting to this fact and will therefore be allowed to participate in the approval process for tonight's agenda items. The original copy of this affidavit will be filed in the official Planning Board Meeting Minutes file. A copy will also be filed in the Planning Board files for the proposed project.

#### **IV. Review of Minutes (June 16, 2021 & July 21, 2021)**

Sabin Beckwith made a motion to approve the June 16, 2021 meeting minutes as presented. The motion was seconded by Gerard Clifford. Motion carried with all in favor.

(NOTE: Cliff Krolick arrived at this time 6:10 p.m.)

Sabin Beckwith made a motion to approve the July 21, 2021 meeting minutes as presented. The motion was seconded by Thelma LaVoie. Motion carried with all in favor.

#### **V. Old Business**

##### **A. Site Plan Review – Paul Beaton – 102 Lloyd Watson Road – Map U9, Lot 7 – Add New Deck to Existing Deck**

Due to findings at the site walk held on Saturday, August 14, 2021 this application is still incomplete.

Sabin Beckwith made a motion to table this application until the next meeting on Wednesday, September 15, 2021. The motion was seconded by Gerard Clifford. Motion carried with all in favor.

#### **VI. New Business**

##### **A. Site Plan Review – Helene Boucher – 100 Weeks Road – Map R13, Lot 39 – Turn Basement into Duplex (2 Bedrooms)**

Fees have been paid for this project. Abutters notices have also been sent for this project.

Gerard Clifford noted that the plans are not to scale and he would like to see more detail.

Cliff Krolick had questions about the egress. Ms. Boucher explained that the bedrooms are at the back of the building where the windows and doors are.

The Board would like to see a copy of the occupancy permit for the current building.

During discussion it was mentioned that the applicant needs a variance. The Planning Board does not issue variances, the applicant would need to submit an application to the Zoning Board of Appeals. Desirae Lyle suggested speaking to the CEO to find out what the applicant needs and further direct them.

Sabin Beckwith made a motion to send this application back to the CEO for further review and guidance. The motion was seconded by Allen Jackson. The motion carried with 3 in favor, 1 against.

**VII. Open to Public Questions**

There were none.

**VIII. Schedule Workshop for Wednesday, September 1, 2021**

Gerard Clifford made a motion to have a workshop on Wednesday, September 1, 2021. The motion was seconded by Sabin Beckwith. Motion carried with all in favor.

Before the Board moved into Agenda Item IX. The members present recognized Thelma LaVoie. This is her last Planning Board meeting, and the Board thanked her for her many years of service.

The Board also signed the survey plan for Roger Moreau that was approved at the July 21, 2021 meeting. The plan will be recorded at the York County Registry of Deeds and returned as soon possible.

**IX. Executive Session**

Gerard Clifford made a motion to go in to Executive Session 1 M.R.S.A. 405 (6) (A) at 6:40 p.m. The motion was seconded by Cliff Krolick. Motion carried with 3 in favor, 2 against.

Gerard Clifford made a motion to reconvene the regular meeting at 7:12 p.m. The motion was seconded by Cliff Krolick. Motion carried with all in favor.

(NOTE: Sabin Beckwith left during the Executive Session.)

**X. Adjournment**

Thelma LaVoie made a motion to adjourn the meeting at 7:14 p.m. It was seconded by Gerard Clifford. Motion carried with all in favor.

**Respectfully Submitted,**



**Desirae Lyle  
PPB Secretary**

Approved by the Board at the September 15, 2021, Meeting.

  
Allen Jackson, Chair