

**TOWN OF PARSONSFIELD  
PLANNING BOARD MEETING MINUTES  
6:00 PM  
Wednesday, September 20, 2023  
TOWN OFFICE BUILDING**

**I. Call to Order**

Aaron Boguen called the meeting to order at 6:00 p.m.

Present: Sabin Beckwith, Aaron Boguen, Allen Jackson, Roger Moreau, Paul Farris (Alternate), Harvey Macomber (Alternate), Code Enforcement Officer Jesse Winters, Recorder Desirae Lyle

Absent: Gerard Clifford

Guests Present: Sam Park, Scott Mounce, Chris Gdomski, Jeff & Marion Wright, Jen Lewis, Corey Lane (Porter Resident)

**II. Public Hearing #1 – Site Plan Review – Kezar Commons, LLC – Map U04, Lot 003 – 18 Federal Road – Mixed Uses (Commercial, Retail, Office, Residential, Short-Term Rental)**

Sabin Beckwith opened the public hearing at 6:01 p.m. and asked if there were any questions.

There were many questions from the members of the public present, primarily about parking and septic. The Board agreed that the concerns raised are valid and will address them during the regular part of the meeting.

Another concern raised was about the disposal of lead paint. Mr. Mounce assured those present that it is being vacuumed out.

Ms. Lane asked the Board how they can hold a site walk and public hearing when the application isn't completed. Aaron Boguen explained that the Board is treating this application the same way it has all applications for the past two years.

Mr. Wright asked if the Board knew who would be responsible for repainting the lines in front of the building. Aaron stated that he believed it would be a combination of State and Local efforts.

Aaron Boguen, Allen Jackson, Roger Moreau, and Paul Farris were present at the site walk on Saturday, September 16, 2023 at 9:00 a.m.

Aaron Boguen made a motion to close the public hearing at 6:49 p.m. Allen Jackson seconded the motion. Motion carried with all in favor.

**III. New Business (Part 1)**

**a. Nominate and Elect Chair**

Allen Jackson made a motion to nominate and elect Aaron Boguen as chair. Roger Moreau seconded the motion. Motion carried with all in favor. (Aaron abstained.)

**b. Nominate and Elect Vice Chair**

Allen Jackson made a motion to nominate and elect Roger Moreau as vice chair. Paul Farris seconded the motion. Motion failed with only two in favor.

Roger Moreau made a motion to nominate and elect Sabin Beckwith as vice chair. Aaron Boguen seconded the motion. Motion carried with all in favor. (Sabin abstained.)

**c. Vote on Secretary Position**

Aaron Boguen made a motion to retain Desirae Lyle as secretary. Sabin Beckwith seconded the motion. Motion carried with all in favor.

The Board welcomed new alternate member Harvey Macomber.

Sabin Beckwith ran the rest of the meeting as chair. Aaron will take over in October.

**IV. Correspondence**

Correspondence related to applications will be addressed during each agenda item.

- a. Drawings were received from Mr. & Mrs. Blokland on September 1, 2023.
- b. Supplemental information was received from Mr. Mounce by email September 18, 2023.
- c. Desirae Lyle noted that Sabin Beckwith has completed a Planning Board Members Missed Meeting Affidavit pertaining to both applications being discussed tonight.

**V. Review of Minutes (Aug. 16, 2023, Sept. 6, 2023 Workshop & Sept. 16, 2023 Site Walk)**

**Note:** The September 6, 2023 workshop was canceled, and the September 16, 2023 Site Walk minutes were not available for tonight's meeting.

Roger Moreau made a motion to approve the August 16, 2023 meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

**VI. Old Business**

**a. Site Plan Review – Michael & Eileen Blokland – Map U12, Lot 004 – 15 Sunset Cove Rd – Shoreland Zoning – Private Residence & Expansion**

Sam Park is here as representative for Mr. & Mrs. Blokland. The Blokland's submitted their tree plan via email on September 1, 2023 and Mr. Park brought copies with him tonight.

The Board found that with the tree plan submittal the application is complete.

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

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

The Board reminded Mr. Park that he will need to meet with CEO Jesse Winter for permits and Jesse will need to be involved with the tree removal. Desirae Lyle will put together an approval letter for the Board to approve.

**b. Subdivision Review – Parsonsfield Seminary – Map R04, Lot 003 – Land Lot (Hobbs Swamp Road) – Proposed Subdivision – No Action**

(Note: Old Business agenda item b. is a place holder, no new information has been received from Parsonsfield Seminary)

**c. Site Plan Review – Kezar Commons, LLC – Map U04, Lot 003 – 18 Federal Road – Mixed Uses (Commercial, Retail, Office, Residential, Short-Term Rental) – No Action**

The Board asked that the mixed uses of this property be defined so that they can better determine the ordinance requirements that need to be met. A parking plan should be submitted as well as a septic installment proposal. A copy of the signed closing document should also be submitted.

Sabin Beckwith, as chair, tabled the application until the October 18, 2023 meeting.

**d. Discussion – LD2003 Potential Land Use Ordinance Changes**

No new info has been received from SMPDC (Southern Maine Planning and Development Commission).

**VII. New Business (Part 2)**

**a. None**

**VIII. Open to Public Questions**

- Marion Wright asked about the status of LD 2003. The Board has until January 1, 2024 to have an ordinance in place.

Jen Lewis asked if the Town needs to wait for SMPDC or if they can move forward. Aaron Boguen acknowledged that they do not need to wait for SMPDC, but SMPDC is already working on this with other towns.

- Mrs. Wright asked about private Air BNB's and short-term rentals. This is something that the Board will be looking into.

Paul Farris made a motion to close public questions at 9:46 p.m. Sabin Beckwith seconded the motion.

- Jeff Wright noted that flex space was mentioned earlier in the meeting and asked if the Board would be looking into this. Sabin Beckwith agreed that it is something that the Board will need to address.

Motion to close public questions carried with all in favor.

**IX. Schedule Workshop for Wednesday, October 4, 2023**

Allen Jackson asked to apologize for his unprofessional behavior during the Kezar Commons portion of the meeting.

Desirae Lyle reminded the Board that she is unavailable for the October 4, 2023 meeting if the Board decides to schedule. Allen Jackson may not be available either.

Paul Farris made a motion to hold a workshop on Wednesday, October 4, 2023 at 6:00 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

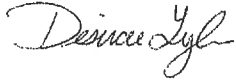
Desirae Lyle will reach out that Monday, October 2, 2023 to confirm that there will be a quorum present and arrange for the Board to enter the building.

Desirae Lyle also noted that at the October 18, 2023 meeting she will need to leave no later than 7:00 p.m.

**X. Adjournment**

Aaron Boguen made a motion to adjourn at 7:56 p.m. Sabin Beckwith seconded the motion. Motion carried with all in favor.

**Respectfully Submitted,**



**Desirae Lyle  
PPB Executive Secretary**

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

  
\_\_\_\_\_  
**Aaron Boguen, Chair**