

**TOWN OF PARSONSFIELD
PLANNING BOARD MEETING MINUTES
6:00 PM
Wednesday, May 17, 2023
TOWN OFFICE BUILDING**

I. Call to Order

Sabin Beckwith called the meeting to order at 6:00 p.m.

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

Absent: Gerard Clifford

Guests Present: J Lord, Mark and Scott Mounce, Chris Gadomski, Judy Ingram, Linda Marsh, Joy Collacott

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).

Ms. Marsh requested to read the emails and letter into the record. (Copies will be filed with the original set of these minutes.)

- b. All other correspondence will be discussed with the new business agenda items. This includes Mr. Lord's request for a pre-application meeting and the abutter notification for the Mounce project.

III. Review of Minutes (April 5, 2023 Workshop, April 19, 2023 & May 3, 2023 Workshop)

- o Allen Jackson made a motion to accept the May 3, 2023 workshop meeting minutes as presented. Aaron Boguen seconded the motion. Motion carried with all in favor.
- o Aaron Boguen made a motion to accept the April 19, 2023 meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.
- o Aaron Boguen made a motion to accept the April 5, 2023 workshop minutes as presented. Roger Moreau seconded the motion. Motion carried with all in favor.

IV. Old Business

a. Approval of Updated Parsonsfield Planning Board Bylaws

All Board members have had a chance to review the changes made since the May 3, 2023 workshop meeting. There were no questions and no further changes.

Aaron Boguen made a motion to accept the updated Planning Board Bylaws as presented. Roger Moreau seconded the motion. Motion carried with all in favor.

V. New Business

a. Pre-Application Meeting – Parsonsfield Seminary – Map R04, Lot 003 – Land Lot (Hobbs Swamp Road) – Proposed Subdivision

Mr. Lord explained that he is a trustee of Parsonsfield Seminary (Par Sem), and they would like to propose a four-lot subdivision with three house lots and retained land. The lot is in the farm and forest district and would require a minimum of three acres per lot and 250 feet of road frontage per lot. All lots would have frontage on Hobb Swamp Road. Mr. Lord explained that the survey and plans may take some time for the Seminary to procure. Since this is a pre-application meeting the Board does not have to take any action until a formal application is submitted.

b. Site Plan Review – Kezar Commons, LLC – Map U04, Lot 003 – 18 Federal Road – Mixed

This application is primarily for the Stanley Building. The Mounce's are under contract but do not have clear title to the property yet. They are also still in the process of meeting with Saco River Corridor Commission (SRCC) to have a determination made on who can certify that the holding tanks available can be used. They are meeting with SRCC tomorrow night (5/18/2023). The Board agreed that the application submitted is severely incomplete and the checklist will need to be completed and all documentation submitted before the Board can act on the application.

The Mounce's would like to use the existing holding tanks in the interim, once they get approval from SRCC. They are proposing a stand-alone septic system for the Stanley Building that will not tie into the Mill.

Aaron Boguen made a motion to table this application indefinitely due to the issues discussed. Alen Jackson seconded the motion. Motion carried with all in favor.

Desirae Lyle noted that abutter notices will be resent once the Mounce's submit more detailed information. The Board agreed that no site walk, or public hearing is needed at this time, since they voted to table the application.

VI. Open to Public Questions

- Judy Ingram introduced herself as a representative of Saco River Corridor Commission. She expressed excitement that the Mounce's are continuing to pursue improvements to the Mill and Stanley Building. She looks forward to the final outcome.
- Allen Jackson asked if there are any issues with the Mounce's starting to clean up the Stanley Building when they aren't the legal owners. Scott Mounce explained that they were given keys by the current owner and have an agreement with them.
- Ms. Ingram noted that the Par Sem project will be a great help for them, but also an expense since they are a non-profit.

VII. Schedule Workshop for Wednesday, June 7, 2023

Allen Jackson made a motion to cancel the workshop on Wednesday, June 7, 2023. Roger Moreau seconded the motion. Motion carried with all in favor.

VIII. Adjournment

Aaron Boguen made a motion to adjourn at 6:52 p.m. Allen Jackson seconded the motion. Motion carried with all in favor.

Respectfully Submitted,



Desirae Lyle
PPB Executive Secretary

Approved by the Board at the June 21, 2023 Meeting.



Aaron Boguen, Vice Chair