

**TOWN OF PARSONSFIELD
PLANNING BOARD MINUTES
6:00 PM
Wednesday, February 15, 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, Paul Farris (Alternate), Code Enforcement Officer Jesse Winters, Recorder Desirae Lyle

Absent: Roger Moreau (Alternate), Gerard Clifford

II. Correspondence

No correspondence was received this month.

III. Review of Minutes (January 18, 2023)

Sabin Beckwith noted that item VII. Executive Session needs to be corrected; it is missing that he seconded the motion and what the vote was.

Aaron Boguen made a motion to approve the January 18, 2023 meeting minutes as amended. Allen Jackson seconded the motion. Motion carried with all in favor.

IV. Old Business

There was none.

V. New Business

a. Accept Resignation Letter dated 1/19/2023

Allen Jackson made a motion to accept Andy Yale's resignation letter. Aaron Boguen seconded the motion. Motion carried with all in favor.

b. Nominate Alternate to complete members' term

Allen Jackson made a motion to nominate alternate Roger Moreau to complete Andy Yale's term as a regular voting member. Aaron Boguen seconded the motion. Motion carried with all in favor.

c. Elect Vice Chair

Sabin Beckwith made a motion to elect Aaron Boguen as vice chair. Allen Jackson seconded the motion. Motion carried with all in favor.

Desirae Lyle will send a letter to the Board of Selectmen regarding the nomination of Roger Moreau to complete Andy Yale's term so that they can approve the appointment.

She will then update the contact list to reflect the term change and Aaron's promotion to vice chair, then send it out for the Board to review. Also, an advertisement should be placed to fill Roger's alternate position.

VI. Open to Public Questions

Allen Jackson would like the Board to consider adjusting, updating and approving the Planning Board bylaws. He would like to move alternate Paul Farris up to voting member on a permanent basis due to a prolonged absence of a full-time member.

Desirae Lyle read a portion of the Maine Municipal Association (MMA) Planning Board Manual, page 27 "Use of Alternate Members". It's vague but historically the Board would need to vote at the beginning of a new project to move Paul up to voting member for the entirety of that specific project. He is then a voting member through the entirety of that project. He could be moved up, if multiple members are absent, to make a quorum.

VII. Schedule Workshop for Wednesday, February 1, 2023

Allen Jackson made a motion to hold a workshop on March 1, 2023 to discuss improvements to the Planning Board bylaws. Sabin Beckwith seconded the motion. Motion carried with all in favor.

Aaron Boguen noted that he will not be available to attend that meeting.

VIII. Adjournment

Aaron Boguen made a motion to adjourn at 6:19 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 March 15, 2023, Meeting.



Aaron Boguen, Vice Chair