Planning Board Meeting Minutes

February 13, 2023

Members present: Chairman Keith Emery, Scott Warchol, Chris Baldinelli, Craig Lefebvre, Jere Ross.

Meeting Minutes by Kelly Willey.

Attendees: Henry Huntley, Cliff Thomas, Stephanie Manzoli, Tim Pothier, Richard Rumney, Paul Poore, Karen Sharples, Brian Berube, Attorney David Johnson.

Motion by Jere Ross to open the public hearing; seconded by Scott Warchol. The motion passed with all in favor.

Animal husbandry: Richard Rumney spoke on his own behalf regarding his conditional use permit application, 37 Church Hill Road (tax map 7, lot 15). It is his intent to house up to two horses. There will be a barn on the premises and a fenced area with some tree cover. Board members previously conducted a site walk of the property. Chris Baldinelli read an email submitted by an abutter indicating they welcome the idea of having a horse in the neighborhood. The board didn’t have any questions or comments, nor did any abutters or members of the public. Jere Ross made a motion to close the public hearing; seconded by Scott Warchol. The motion passed with all in favor. Jere Ross then made a motion to approve the application; seconded by Scott Warchol. The motion passed with all in favor.

Auto repair garage: Attorney David Johnson spoke on behalf of Brian Berube regarding his conditional use permit application for an auto repair shop at 22 Ripple Lane (tax map 3, lot 1-1A-1), specifically the completeness of the application. Chris Baldinelli is questioning several discrepancies on the application that contradict themselves. Attorney Johnson said that his January 3, 2023, gives additional information that should be considered more accurate. Chairman Emery asked if they have had any correspondence from the fire chief; the applicant advised the fire chief conducted a site walk and he hasn’t heard anything further. CEO Mckenna advised she sent an email to the applicant after the site walk with the fire chief. The applicant has answered some of the ‘housekeeping’ questions. The applicant advised the application from the state fire marshall is lengthy and is being worked on. Craig Lefebvre is questioning the amount of parking spaces listed on the application. Attorney Johnson advised the amount of spaces include non-operable vehicle parking spaces as well as overflow parking.

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It was also noted that the applicant’s equipment the is rented out is normally either out on rent or parked at their Saco facility. Scott Warchol advised there was a January 1, 2023, deadline to have scrap metal and junk vehicles removed from the property; applicant advised this has been done. Chairman Emery advised that such cleanup is to occur every 4 months thereafter. Scott Warchol discussed that he would like to have all information on one application so there isn’t conflicting information between the application and the various letters received from the attorney. Chris Baldinelli also would like to see the dumpster location listed on the site map. CEO McKenna reviewed 10.2.B of the town ordinance with regard to commercial and industrial parking and questions whether this applies to the applicant, and if so the parking area would be required to be paved. The board members discussed and agreed that this could be waived by the board; the applicant will submit answers and the board will review. Attorney Johnson will be re-stating the application and will have it to the board for review by the end of the week so they can be on the agenda for the next meeting (February 27, 2023).

CEO report: CEO McKenna had nothing to report. Scott Warchol asked for an update regarding the Ham subdivision. CEO McKenna advised there has been no application received.

Approval of minutes: Scott Warchol made a motion to approve meeting minutes from January 9, 2023, and June 13, 2022; seconded by Craig Lefebvre. The motion passed with all in favor, with the exception of Jere Ross for the June 13, 2022, minutes as he was not present at that meeting.

Approval of bills: Invoice from Portland Press Herald in the amount of $99.94 for public hearing notices. Chris Baldinelli made a motion to approve payment of the invoice; Jere Ross seconded the motion. The motion passed with all in favor. (It should be noted that Applicant Poore will be responsible for the initial Portland Press Herald fee in the amount of $46.22; the ad had to be re-posted due to the original meeting being cancelled; the planning board will pay the remaining $53.72 of the Portland Press Herald invoice). There was also an invoice from Longview Partners in the amount of $1,800.00 that the board reviewed. CEO McKenna is going to get additional documentation regarding the bill before payment is considered.

It was also discussed that if a public hearing is set during winter months, when the date is set there should also be a snow date set in the event of inclement weather where a meeting could be cancelled.

Communications: Chairman Emery received the Maine Town and City magazine that will be available to anyone who wishes to see it. The board also received an MMA publication regarding the revised summary on LD 2003. Scott Warchol and CEO McKenna discussed Buxton’s allowance of Accessory Dwelling Units.

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Other business: Board reviewed the draft ordinance changes. Motion by Chris Baldinelli to approve the articles as written and to send them to town counsel for review; motion seconded by Craig Lefebvre, all in favor. Regarding the budget, Scott Warchol advised planning board salaries were increased to meet the new minimum wage law. The $400 for shoreland mapping was taken out of the budget as it won’t be happening next year. Scott Warchol asked about the $1000 for mapping, and the board advised that needs to stay as it pays for the printing of the maps. Chris Baldinelli made a motion to accept the budget and send it to the selectmen; motion seconded by Craig Lefebvre, all in favor.

Attendees may address the board: Henry Huntley questioned the definition of article 2; CEO McKenna advised the second definition will be submitted. Henry Huntley also asked about the electrical inspections being able to cut power to a building. CEO McKenna advised they can’t cut power due to a code violation, it has to be an imminent life safety hazard.

Craig Lefebvre made a motion to adjourn the meeting, Scott Warchol seconded the motion; all in favor. Meeting adjourned at 8:32pm.

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