

Meeting Minutes
Brownfield Planning Board
82 Main Street
Brownfield, Maine

COPY

Date: August 1, 2023

Time: 7:00 P.M.

Meeting Location: Town Office Conference Room

Attendees:

Sonia Frye-Chair	X	Joe Egan	X
Kurt Wood Vice Chair	X	Judi Tordo*	X
Doug Heroux	X	Eric Walker *	
Kristin Tremblay	X		

*Alternate

Others present: Dick Perreault (Fire Chief), Mike Willard, Kelly Willard, Kayla Willard, Bill Reilly, Dana Forcier, and Pam Thomas (Secretary).

A quorum was determined and the meeting was called to order at 7:00.

Agenda items:

- A. A motion was made by Kurt and seconded by Joe to approve the minutes of July 11th. The vote was called and carried 5-0-0.
- B. Dippity Dog Grooming and Daycare/ Boarding Tax Map R6-Lot 17

Mike and Kelly Willard submitted a commercial and industrial business application and presented it to the Board on July 11th.

The applicants talked with Cindy Eaton (Animal Control Officer). Cindy stated that the State will inspect the proposed business but not until the building / kennels are built.

Mike stated that the shop will have their own license and will be registered with the State.

The application was read to all present. On page 2, the applicant/business's TIN, EIN or Tax ID for dba's has been submitted.

Requirement c. has been revised to include a description of how they will dispense of animal waste and it has been attached to the original application.

(Requirement c. adequate provision for the transportation, storage, and disposal of any solid waste and hazardous matter has been made.)

The Fire Chief, Dick Perreault was present and stated that he will submit a letter of approval designating the water source for fire protection.

(Requirement f. There is adequate water supply to meet the demands of the proposed use, and for fire protection purposes.)

Sonia made a motion that was seconded by Joe to grant conditional approval when the letter is submitted from the Fire Chief.

Members stated that they will schedule a Site Walk after the proposed business is built and at that time grant final approval.

Kurt made a motion that was seconded by Joe to schedule a Public Hearing for Dippity Dog Grooming and Dippity Dog Daycare and Boarding on Tuesday, September 5th at 7:15. The vote was called and carried 5-0-0.

Members stated that if the applicants decide in the future to add overnight boarding, they will have to go through the State and come back before the Board. Kayla stated that she provides daycare and grooming and they go home at night. No one is living or will be living at the site of the proposed business.

The Board will give a conditional permit after they have received State approval and submit the documents to the Planning Board.

Doug asked how much of the fifty-five (55) gallon drum will be filled before it is removed?

They stated that it is ½ to ¾'s full.

C. Bill Reilly – Saco River Shores Subdivision Tax Map R2-Lot # 85.

Bill stated that one of the lots eligible for subdividing is # 85. The covenants were read to all. Jon Bliss will be providing a plan of the subdivision. The lots will be divided into two lots, one lot will have four (4) to five (5) acres and the other lot will have five (5) to six (6) acres. The total acreage of the original lot is eleven (11) acres.

There is six hundred (600) feet of frontage on one of the lots and eight hundred (800) feet of frontage on the other lot.

Sonia made a motion that was seconded by Kurt to accept the preliminary presentation and place Bill Reilly on the agenda Tuesday, September 5th to present the final plan of the subdivision.

D. The workshop notes of June 20th were signed by the Chair.

E. Sonia made a motion that was seconded by Kurt to schedule the next Planning Board meeting on August 1 at 7 p.m. The vote was called and carried 5-0-0.

F. Sonia made a motion that was seconded by Kurt to schedule the next Planning Board workshop on July 25th at 7 p.m. The vote was called and carried 5-0-0.

G. Members had requested that the secretary provide a time line for the BDCP (Brownfield Community Development Project), Tax Map U9-Lot 19 for their review on the agenda to discuss what if any correspondence should be sent to the applicant. The secretary has contacted Jordan Pike of HEB, who is representing Dana Forcier to see if he wants to be placed on the agenda (the past two months). Jordan stated that they are not ready to proceed. Dana Forcier, the applicant for this project, was present at the meeting and stated that he has sold the property. Members requested that the secretary should not call any applicants in the future to remind them of upcoming meetings because if anyone wants to be placed on the agenda, it is up to the applicant to contact the secretary.

H. Kurt made a motion that was seconded by Joe to contact Lee Jay Feldman of SMRPDC (Southern Maine Planning and Development Commission) and check his availability to attend a workshop for an informational meeting on an introduction to Zoning. The vote was called and carried 5-0-0.

Sonia made a motion that was seconded by Kurt to hold workshops on every Tuesday in August, (8th, 15th, 22nd and 29th).

I. Members stated that they heard at the Selectmen's meeting that they (The Selectmen) were considering having the Planning Board represented by the same attorney as the Selectmen. The Board asked the secretary to contact Durward Parkinson and ask him if that was allowed. They also asked the secretary to contact Durward Parkinson to ask him if he would be available in the future to attend Zoning workshops.

J. Kurt made a motion that was seconded by Joe to allow the secretary to contact Attorney Durward Parkinson for guidance. The vote was called and carried 5-0-0.

K. Brownfield Community Development Project- Tax Map U9 Lot 19

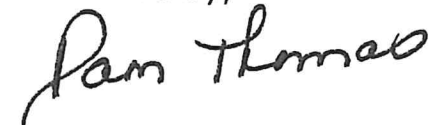
Kurt made a motion that was seconded by Joe to contact Dana Forcier and Jordan Pike and invite them to the September 5th meeting to find out where they are at in the subdivision process. The vote was called and carried 5-0-0.

L. All Members present and the secretary would like to attend the free seminar in Portland on September 14th. The secretary will send in the registration forms.

M. Sonia made a motion that was seconded by Kurt to adjourn the meeting. The vote was called and carried 5-0-0.

The meeting adjourned at 8:25.

Submitted by,



Pam Thomas

Chair,

Sonia Frye

