



Meeting Minutes  
Brownfield Planning Board  
82 Main Street  
Brownfield, Maine 04010  
207-935-2007 ext. 201

Date: June 7, 2022

Time: 7:00 P.M.

Location: Town Office Conference Room

Attendees:

Mitch Dondero *	X	Deb Merrill	X
Joe Egan	X	Judi Tordo*	**X
Sonia Frye- Chair	X	Kurt Wood Vice Chair	X
Doug Heroux	X		

\*\* Judi arrived at 7:20.

\*Alternates

Others present: Carrie Garland, Eric Walker, Pam Thomas (Secretary), Richard Perreault (Fire Chief), Whit Lucy, Dana Forcier, Vinnie Pestilli, Daymond Steer and \*\*Terry Egan.

\*\*Terry Egan arrived at 7:20.

**Agenda items:**

- A quorum was determined and the meeting was called to order at 7:00 P.M.
- A motion was made by Deb, seconded by Joe to approve the minutes of May 3, the vote was called and carried 5-0-0.
- A motion was made by Joe and seconded by Deb to accept the workshop notes of May 17 and May 24 as submitted, the vote was called and carried 5-0-0.
- A motion was made by Deb and seconded by Joe to accept the Site Walk Minutes of May 11<sup>th</sup>. The vote was called and carried 5-0-0.

- Correspondence

1. An email response dated May 10<sup>th</sup> to Joe Egan from Suzanne Pilgrim was read into the record. A concern was presented by a resident regarding public hearings for proposed ordinances. In a reply from Suzanne of MMA (Maine Municipal Association) Legal Services, Suzanne writes that 30 A-M.R.S. § 4352(9) only appears to require one public hearing during the development of the ordinance rather than a hearing on every new draft.

2. An invoice submitted by Durward Parkinson for services rendered on March 29<sup>th</sup> and April 13<sup>th</sup> were submitted in the amount of \$180.00.

Kurt made a motion that was seconded by Deb to pay the amount of \$180.00 to Planning Board attorney Parkinson. The vote was called and carried 5-0-0.

3. An invoice submitted by Jensen Baird, Attorneys At Law was submitted in the amount of \$51.25.

Kurt made a motion that was seconded by Deb to pay the amount of \$51.25 to Atty. Ben McCall of Jensen Baird. The vote was called and carried 5-0-0.

4. An email dated May 24<sup>th</sup> from member Judi Tordo asking members if the proposed STRO (Short Term Rental Ordinance) fails, will STR business owners be required to submit an application for a business permit.

Joe Egan reminded members that the attorney for the Planning Board had stated that a STR does qualify as a commercial business.

5. In an email forwarded on May 19<sup>th</sup> from Deb Merrill, a reply from Peter Coughlan at Maine.Gov on information for street standards / road standards. The town paid HEB \$3500.00 for an upgrade report for road standards in 2019. The Road Standards document was not signed by the Selectmen and not put before the voters that year.

This document will be passed on to the current Select Board.

## F. Schedule of Meetings

1. Kurt made a motion that was seconded by Deb to schedule a workshop on June 21<sup>st</sup> and a meeting on July 5<sup>th</sup>. The vote was called and carried 5-0-0.

### Continued Correspondence

Vinnie Pestilli submitted a copy of the proposed STRO with his hand written suggestions for changes that he would like to have implemented into the document. Vinnie has heard from many STR owners in town and has incorporated some of these suggested changes into the proposed STRO document.

Vinnie is a businessman and has owned a STR for 50 years in Brownfield. The conversation continues until 8:45 with every suggestion being read.

Members agreed that there are places in the proposed ordinance that could be revisited. Specifically on page 4 of 8, Section D and on page 5 Section B.

As far as dimensional standards are concerned as found on page 5 of 8 in Section B. The Code within the state calls for seventy feet (70) per tenant for each bedroom of at least 70 square feet in area. Members stated that the addition of the requirement of 50 additional square feet each additional tenant was not state code.

Concerns brought up by members of STRs are numerous but include in part: Residents requesting and receiving a building permit for a shed only to find out upon inspection that they have turned their "shed" into a rental. The placement of properly installed septic systems so that potential STR owners are not allowing seepage into the ground. That noise levels are not disturbing residents of this town and that there are proper parking spaces for the guests.

Daymond Steer, writer for the Conway Sun paper in New Hampshire asked if members knew about how many STR units there are currently operating in the town.

The answers were varied, anywhere from 30 to 60 and some say there are over 100.

Members stated that they have eight (8) renditions of the proposed ordinance and that they have been working on this ordinance for years. The proposed STRO will be voted on at the Annual Town Meeting on June 15<sup>th</sup>.

Members stated that most of Vinnie's concerns have been covered and answered tonight.

Members again stated that their main concerns are health, safety and quality of life for the residents living in this town. Along with not knowing where the STRs are located, the members stated that if the Fire Department

is called to a fire, they will have no idea how many people they will be trying to rescue because no one knows the number of guests at each location.

A draft application for the proposed STRO has been drafted.

Sonia made a motion to cross out, on page 4 section 3 of the proposed application for STR the amount of \$300.00 and revise it to read:

The applicant has paid the ~~\$300.00~~ **appropriate** license fees to the Town Clerk or Treasurer and a receipt has been presented to the Planning Board.

The motion was seconded by Kurt. The vote was called and carried 5-0-0.

A copy of Vinnie's suggestions can be found in the STR file and attached to the minutes IN THE FILE for minutes and agendas of 2022.

Kurt made a motion that was seconded by Deb to accept the Finding of Facts for Dr. Sandra Brown, DBA MWV Veterinary Clinic, PLLC. The vote was called and carried 5-0-0. The secretary will contact the applicant and after the applicant agrees to the findings and signs the affidavit, a copy will be given to Sandra.

A motion was made by Joe and seconded by Deb to request a June 21<sup>st</sup> executive session at 7 p.m. on legal matters. The vote was called and carried 5-0-0.

The secretary will contact Durward Parkinson and check his availability on that date and time.

A motion as made by Joe and seconded by Sonia to adjourn the meeting. The vote was called and carried 5-0-0. The meeting adjourned at 8:55.

Submitted by,



Pam Thomas

Chairperson,



Sonia Frye

Tuesday, June 21, 2022- 7 p.m.

Workshop

There was an executive session with the Planning Board Attorney, Durward Parkinson per 1 M.R.S. 405 subsection 6 for Legal Counsel.

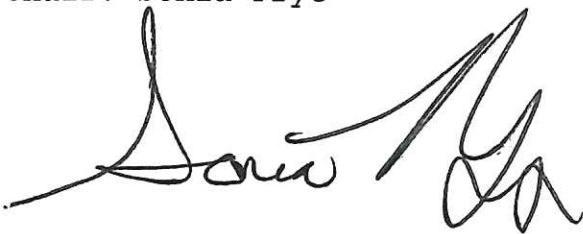
No notetaking was allowed during the executive session.

The executive session was voted on by members at a regularly scheduled meeting and the session was posted on the information board.

Pam Thomas

A handwritten signature in cursive script that reads "Pam Thomas".

Chair: Sonia Frye

A handwritten signature in cursive script that reads "Sonia Frye".