

**Town of Otisfield  
Planning Board Meeting Minutes  
Town Office Annex  
December 18, 2018**

- 1. Call to Order:** The regular meeting was called to order at 7:02 PM by Chair – Karen Turino.
- 2. Attendance:** Members present were Chair – Karen Turino, Vice Chair - Rick Jackson, Recording Secretary & Alternate – Otis Brown, David Hyer & Stan Brett. \*Motion to move Otis Brown up as a voting member. DH/SB – Unanimous. (Absent: Herb Olsen)

Secretary - Tanya Taft

Code Enforcement Officer: Richard St. John

- 3. Announcement of Quorum:** Board has a quorum.
- 4. Approve Secretary's Report:**
  - A.** Regular Meeting Minutes from August 21, 2018. \*Motion to accept minutes. DH/SB – (4) agree (1) abstained. (RJ was not at the August 21<sup>st</sup> meeting).
- 5. Discussion & Comments from public:**
  - A.** Martha Denison – Map R13 lot010; The Estate of Bourdon P. Scribner would like to make a donation of a parcel of land located in Otisfield to the Scribner's Mill Preservation, Inc. This is a portion of Tax map R13, Lot 10. This property was subdivided by the deceased in 1968 as described in Plan Book 77 page 11 and approved by the Otisfield BOS. Lots # 1, # 2, a portion of # 3 and # 4 sold in 1971. The remainder of lot # 3 is vacant and additional acres total approximately 7 acres and is currently owned by the Estate. The proposed lot, they are labeling as lot # 5 is what they are planning to donate (located on the river and next to the Scribner's Mill Bridge and is less than 1 acre). \*Motion to accept the proposed plan. RJ/OB – Unanimous. PB Members signed a copy of the subdivision plan for our records and a copy for Martha Denison to take to the Registry of Deeds.
- 6. Residence - Based Business Applications:**
  - A.** None.
- 7. Shoreland Zoning Applications:**
  - A.** None
- 8. Site Plan Applications:**
  - A.** None.
- 9. Subdivision Application:**
  - A.** None.
- 10. Upcoming Dates:**
  - A.** Planning Board Meeting January 15, 2018 at 7:00 PM.

**11. Discussion & comments from Code Enforcement Officer:**

- A. CEO reported that a permit has been issued on Franks Lane which is off Ohuivo Road. The former home owner came before the PB in 2005 and got a 30% expansion. Most of the roof needed to be replaced. It's under the 50% and CEO asked for roof height to be surveyed so the new roof will not exceed the existing height of the existing building. This did not need to come before the Planning Board.

**12. Discussion & comments from Board:**

- A. New Member: Pauline Flagg: Will fill the alternate position. Sworn in by BOS for a 3-year period ending 6/2021. TT will update website.

**13. Unfinished Business:**

- A. Review the Subdivision and New Road Construction Ordinances regarding new road construction standards. Determine which to keep and which to eliminate. Resolve any differences.

- 14. Adjournment:** With no further business, the regular meeting was adjourned at 8:20 PM. RJ/OB -- Unanimous.

Respectfully submitted,  
Tanya Taft, Secretary

Approved by: Karen Turino, Chair  
Otisfield Planning Board  
Approved on: January 15, 2018