

# TOWN OF HANCOCK

P.O. BOX 68 · 18 POINT ROAD · HANCOCK MAINE 04640  
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## PLANNING BOARD MEETING MINUTES, OCTOBER 8, 2025

Board Members present: Doug Kimmel, Ken Emerson, Deb Foster, Scott Dyer, Meredith Akerstein, Ant Blasi; CEO Kevin Brodie, Asst. CEO Nick Branca

Doug Kimmel called the meeting to order at 6:02 pm.

### **I. Conflict of Interest Recusals & Quorum Call**

No recusals; a quorum of Planning Board members present.

### **II. Introduction of Persons in Attendance**

Sara Caldwell and Stephen Salsbury (representing Dirigo Materials); Selectboard member Robin Stratton; Ruth and Rod Franzius

### **III. Public Comment**

No public comment.

### **IV. Approval of Minutes of September 10, 2025 Planning Board Meeting**

Deb Foster moved to approve the minutes with corrections, Meredith Akerstein seconded, and the motion passed, 5-0.

### **V. CEO Report**

Kevin Brodie reported permits for 1 tiny home, 1 addition, 1 removal, and 1 shed replacement, for a total of \$518; and 2 new plumbing permits for a total of \$325.

Kevin said he had nearly completed a recommendation to the Selectboard for a new computer system to issue permits for housing, plumbing, mineral extraction, subdivisions, etc. Two providers are under consideration. The system could be tied into a new, improved town website so the public would have instant access to information about approved permits. The initial one-time cost of the new computerized permit system would be \$5,000 to \$6,000, with an annual operating cost of ~\$10,000.

Asked about the mobile home-repair business that had sought a permit to operate on Patriot Homes property, Kevin said the owners of the property seemed to have lost

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interest in the business, the required DOT permit for a driveway had not been obtained, and the application for a permit appeared no longer to be active.

Kevin said the Coastal Estates trailer park had met all but two conditions for permits of occupancy. The fire systems are on order but not yet installed, and George Moon must approve the roads, which are about to receive a final grading. Steve Salsbury has authenticated the registration of Coastal Estates' plan for the project, which confusion over the subdivision's street address made difficult to locate.

Asked about the building permit he had issued to the Athertons that the Appeals Board rejected unanimously, Kevin said the property abuts on shoreland, which makes it subject to that zone's restrictions, and that there were already four, not three, dwellings on the property. He called it "a learning issue." Ken Emerson noted that the parties to that dispute had paid dearly for that education in attorneys' fees.

Kevin said the Emergency Management Agency would soon be applying for a permit to operate under the same conditions as the Town Fire Department had. Kevin is awaiting a letter from Fire Chief Chris Holmes stating that water from the two hydrants on the adjacent Wyman property will be sufficient for EMA's purposes. Kevin said he had expressed reservations about the location of the fire gates in EMA's plan for the building, but the plan's reduction of the kitchen to merely a microwave will reduce the odds of a fire's originating there. The plan is subject to state, but not Town, approval.

Doug called the Board's attention to the Maine Municipal Association's upcoming training sessions for planning board members, for which the Board's budget covers some expenses.

Doug also noted that only revisions to the Town ECO's Shoreland ordinances require approval by the Department of Environmental Protection, and that the revisions voters approved on Nov. 26, 2024 have been set to the DEP.

## **VI. Old Business: Dirigo's mineral extraction application: Findings of Fact**

Ken gave Doug a printed copy of the FoF that contained copy-editing corrections too minor to require the Board's review. The Board noted that Dirigo had met two of the three conditions it had set for approving the FoF: that a pre-existing or new well on the Hancock property monitor ground water quantity and quality; and an updated map of the

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site indicate the location of this well. The third condition, securing a \$70,000 performance bond, requires Selectboard approval. Scott moved to approve the FoF on condition of the Selectboard's approval of Dirigo's performance bond, Deb second, and the motion passed, 5-0.

## **VII. Old Business: Prepare for workshop of MEO revision and overlap with ECO**

The board discussed its upcoming Oct. 16<sup>th</sup> meeting. Sandy emailed a complete updated copy of the revision on Aug. 11.

## **VIII. New Business: Discussion of Planning Board Rules of Procedure and Planning Board Decorum and Rules of Conduct**

The Board discussed the Selectboard's written rules and agreed that some of them were appropriate to the Planning Board, and that by and large the Board was already observing most of them. But it opposed imposing strict time limits on board members' and public comments, and insisting that the chair formally recognize every speaker. It concluded that formalizing the Planning Board's rules was a low priority while it is continually revising and updating the ECO to comply with new state laws. "If it ain't broke, don't fix it." Meredith said she would consider and incorporate relevant Selectboard rules as she continues to review and update the Planning Board's rules of procedure.

## **IX. Adjourn**

Deb moved to adjourn, Scott seconded, the motion passed 5-0, and the meeting adjourned at 6:58.