

Town of Freedom Planning Board Meeting Minutes
1/14/25
Town Office

Freedom citizens present: none

Freedom Town Officials Present: Laura Greeley (Selectperson)

Planning Board present: Clara Alvarez, Mary Ann Bennett, Peter Abello, Tyler Hadyniak, Prentice Grassi, Kevin Malady, Brian Murphy

1. Gavel into session at 6:00 pm

Tyler gaveled the meeting into session at 6:00 pm.

2. Approve 11/12/24 Minutes

Tyler made a motion to approve minutes as written, Kevin 2nd. All in favor? Motion passes 7 – 0.

3. Citizen Concerns

There were no concerns to discuss from Freedom Residents. Laura requested to speak not about citizen concerns but questions/concerns about planning board business:

- a. Still don't have on record swear-in date of each planning board member
- b. FOIA Training. Planning board is required to take this.
- c. Asked if the Planning Board has the sole authority to approve permits under Town's CDRO
- d. Asked if planning board position was an elected position, who on the board now would run for election?

4. Talk about homework assignments/Mobile Home Park Ordinance

Tyler reported on his conversation with Peter Kasson, Montville Planning Board member that helped craft their Mobile Home Ordinance. Here are his takeaways:

- a. No problems for 30+ years of the ordinance being in place
- b. Roads within mobile home park need to be accessible by fire department
- c. Peter recommends membership in the Maine Council of Governments; they were a helpful resource in development of the ordinance
- d. Tyler thinks we should use the Montville Ordinance as our template.

Mary Ann summarized her findings in reviewing several Maine Towns' mobile home park ordinances. She will email her findings to the board.

Next Steps/Homework:

Everyone will review section 8 of the Montville Mobile Home Ordinance, make comments as necessary on the google doc copy and be prepared to discuss at the February meeting. The idea here is to focus on the meatiest section of ordinance and tailor it to Freedom.

Tyler will send the rest of the Planning Board a draft of the Planning Board Report for the Town Annual Report prior to the February Meeting.

Tyler found in the Planning Board Archives the last swearing in date of each planning board member:

Tyler	6/2026
Mary Ann	10/2021
Kevin	4/2014
Peter	5/2021
Prentice	4/2014
Clara	8/2022
Brian	2024

Next Meeting 2/11/2025.

Motion to adjourn (Tyler). Kevin 2nd. All in favor? Motion Passes 7 – 0. Meeting adjourned at 7:00pm

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

2/11/2025

Town Office

Freedom citizens present: none (besides the pb members present)

Freedom Town Officials present: none

Planning Board present: Clara Alvarez, Peter Abello, Tyler Hadyniak, Prentice

Grassi, Kevin Malady, Brian Murphy Absent: Mary Ann Bennett

1. Gavel into session at 6:06 pm

Tyler gaveled the meeting into session at 6:06 pm.

2. Approve 1/14/25 Minutes

Suggested amendment to add Laura Greeley statement at the meeting that Prentice and Kevin need to be reappointed by the Selectboard before being sworn in for their current terms. All agreed that this was left off the minutes and should be added. Motion to approve minutes as amended (Tyler), Kevin 2nd. All in favor?

Motion passes 6 - 0

3. Citizen Concerns

Clara voiced concern about the lack of clarity surrounding planning board members' appointments. Confused about what we as planning board need to do to ensure our appointments are valid according to the Town Constitution. There has been comments from Laura that there is no record in town files of planning board members' official appointments and/or swearing in documents. Prentice has asked Cindy three times about records of his appointment/swearing in, Cindy responded she will investigate it, but nothing conclusive as of the today. Action: Tyler will work with Selectboard to obtain clarity of what each of us needs to do, as applicable.

Brian reviewed the Regional Hazard Mitigation Plan for 7 Waldo County Towns including Freedom. Brian represented Freedom on the committee that developed the plan over the past year. After reviewing the plan, he passed around a sheet

asking that each planning board member sign acknowledging the review of the plan. Each planning board member present signed the form.

Tyler excused himself from the meeting for another appointment. Prentice assumed chairperson role and facilitated the rest of the meeting.

4. Talk about Mobile Home Park Ordinance

Homework from last meeting was for each member to review section 8 of the Montville Mobile Home Ordinance and be prepared to discuss how this section can be tailored to a Freedom Ordinance. Prentice led the discussion as we went through section 8. Agreed to changes were documented in the comments on the live document on the google drive. Typos were corrected on the live document.

Summary of actions resulting from this review:

- Several references in Montville Ordinance to the Montville Subdivision Ordinance. Planning Board members need to review this ordinance to ensure it aligns with Freedom's subdivision ordinance before adopting language
- Reconcile State Law Title 30A Section 4358 Regulating Manufactured Housing and Mobile Home Parks
- Subsection E references fire safety standards of mobile homes. Agreement that once final draft is completed or close to being completed, to have Jim Waterman review this subsection and other relevant sections.

Homework for next meeting (3/11/25):

- Each Planning Board Member on their own time, review sections 1 through 7 of Montville Mobile Home Ordinance
- Each Planning Board Member on their own time will review Montville and Freedom Subdivision Ordinances and compare them.

5. Adjourn no later than 8 pm

Motion to adjourn (Kevin); 2nd – Prentice. All in favor? Motion passes 6-0. Meeting adjourned 7:35pm

6. Next Meeting date: March 11, 2025

Continue work on Mobile Home Ordinance.

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

3/11/2025

Town Office

Freedom citizens present: Greg and Lynn Warren

Freedom Town Officials present: Laura Greeley (Selectboard), Cindy Abbott (CEO)

Planning Board present: Clara Alvarez, Peter Abello, Tyler Hadyniak, Prentice

Grassi, Kevin Malady, Brian Murphy, Mary Ann Bennett

1. Start at 6 pm

Tyler gaveled the meeting into session at 6pm.

2. Approve 2/11/25 Minutes

Motion to approve 2/11 minutes (Tyler), Kevin 2nd. All in favor? Motion passes 6 – 0; Mary Ann abstained since she was not at the 2/11 meeting.

3. Greg and Lynn Warren, Beaver Ridge Road Subdivision

Greg and Lynn contacted Tyler prior to this meeting regarding a proposed development project on their land on Beaver Ridge Road. Currently, the 70-acre parcel has one single family dwelling (the Warren's residence). Their proposal is to construct a new house for them, sell their current house with 2 acres and split off another 2-acre lot and sell that. Their new house will sit on what remains of the original parcel (+/- 65 acres). The Warrens supplied the planning board with maps of the proposed development project. Discussion ensued about how this project fits into the Subdivision Ordinance. Cindy asked whether each of the new lots have the required 150 feet of road frontage per Town's Building Ordinance, the Warren's seemed to think so, but will work this into their final proposal after survey has been completed. After much discussion, there remained a question whether this proposed development project is actually a subdivision according to State Statute. Action: Tyler will interface with MMA to get determination. If it is, Tyler will communicate to the Warrens next steps in application process

One thing that came out of this discussion, is for the Planning Board to review the Building Ordinance, specifically the road frontage language; does a service road

or lane to a new development count for required road frontage. There have been other projects in town where the current language has been questioned.

4. Citizen Concerns

Cindy reported on an email that Lissa Widoff sent regarding the sale of Freedom General Store and purported change of use of the property; from a store to a towing company (not confirmed). If this is in fact true, the new owner would have to come before the Planning Board under CDRO. There are underground fuel storage tanks on the property that is licensed by DEP.

Planning Board members terms. Kevin Malady and Prentice Grassi need to be reappointed. The last documentation in town files of their appointments was in 2014. Laura stated that she has no problem reappointing Kevin but would like to have a conversation with Prentice before reappointing him.

There is FOIA Training and Planning Board Appeal Training available. Tyler will work with the selectboard to send out enrollment instructions to the planning board.

5. Formalize informal roles? (make Peter our Secretary and Prentice our Vice Chair? Save this task for after the Town Meeting when we vote on our Officers?)

Tabled until after the Town Meeting (March 29).

6. Talk about homework assignments if we have time.

a. Each Planning Board Member on their own time, review sections 1 through 7 of Montville Mobile Home Ordinance.

b. Each Planning Board Member on their own time will review Montville and Freedom Subdivision Ordinances and compare them.

Starting with Section 1 of the Montville Mobile Home Ordinance, Tyler facilitated the discussion of comments each of the Planning Board Members prepared. Here are some of the high points of changes made by consensus, as we work to tailor this ordinance to Freedom's use:

- Need to check that referenced statutes are still relevant

- Add language that enhances/clarifies standards for what is needed for a preapproved sketch
- Add language that the notification of abutting landowners of a mobile home park must be done via certified mail – look at Freedom’s Subdivision Ordinance for language
- Require traffic impact analysis by certified engineer

These and other changes were made in real-time on the document titled *The Only Version of the Montville Mobile Home Park Ordinance* on the Freedom Planning Board Google Docs page.

Discussed goal to complete this ordinance. Decided by consensus to complete by June 2025. Motion (Tyler) to meet twice in April (4/8 and 4/29) to meet completion of goal of June. Mary Ann 2nd. All in favor? Motion passes 7 – 0.

Ended review tonight with one page left in section 7

Other actions:

Tyler will schedule FOIA Training Date

7. Adjourn no later than 8pm

Motion to adjourn (Tyler); 2nd (Kevin). All in favor, motion passes 7 – 0. Meeting adjourned at 8:05pm

Next meeting date: April 8, 2025

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes
4/8/2025
Town Office

Freedom citizens present: none

Freedom Town Officials present: Laura Greeley (Selectboard)

Planning Board present: Mary Ann Bennett, Brian Murphy, Tyler Hadyniak, Peter Abello, Prentice Grassi. Kevin Malady and Clara Alvarez were absent.

1. Start at 6 pm

Tyler gaveled the meeting into session at 6:01pm.

2. Approve 3/11/25 Minutes

Motion to approve 3/11 minutes (Tyler), Mary Ann 2nd. All in favor? Motion passes 5 – 0.

3. Citizen Concerns

None.

4. Election of Officers

The following slate of Planning Board officers were voted in unanimously:

- Chair – Tyler Hadyniak. Motion (Mary Ann); Peter 2nd. Motion passes 4 – 0 – 1 (Tyler abstained)
- Vice Chair – Prentice Grassi. Motion (Tyler); Mary Ann 2nd. Motion passes 4 – 0 – 1 (Prentice abstained)
- Secretary – Peter Abello. Motion (Tyler); Mary Ann 2nd. Motion passes 4 – 0 – 1 (Peter abstained)

5. Subdivision update

One of Tyler's homework assignments from last meeting was to interface with MMA regarding Greg and Lynn Warren's building project on Beaver Ridge Road, and to confirm or deny the Planning Boards' suspicion that this project does not meet the definition of a subdivision. MMA agreed with the planning board – it's not a subdivision. Jackie Robbins, Town assessor and long-time CEO, advised the Planning Board to contact MMA.

6. Continue work on Mobile Home Ordinance

Work continued starting where the board left off at the last meeting on Article 7, and went through to Article 9, Section 3. In general, any agreed to (consensus) changes/comments were made in real time by Tyler on the document on Google Drive entitled The Only Version of the Montville Mobile Home Ordinance. Any specific actions for further action are documented here.

Article 8:

- Mary Ann will talk with her daughter who works for Maine CDC regarding primary and secondary drinking water standards referenced in this article. She will also ask her about pfas standards for the development of a new public water supply, which the water source for a mobile home park in Freedom would be classified as.

Article 9:

- Mary Ann will review language in Section 12 with her husband David Bennett, who is in the Freedom Fire Department.

7. Next Meeting April 29

Goals for the next meeting:

1. Reconvene the review of Montville's Mobile Home Ordinance, starting with Article 9 Section 3
2. Resolve comments on the google drive doc in Article 8 Sections 1 through 6

Note: Brian Murphy is not receiving all email correspondence that are sent on the Freedom Planning Board Group Email. While we figure this out, please add Brian to all email correspondence.

8. Adjourn

Motion to adjourn (Tyler); Mary Ann 2nd; discussion: discussed briefly the business structure of mobile home parks. All agreed that it would be good for the board to be educated on this to round out our knowledge of mobile home parks and could help inform the final draft of this ordinance. All in favor of adjourning meeting? Motion passes 5 – 0. Meeting adjourned at 8:05pm.

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

4/29/2025

Town Office

Freedom citizens present: Prentice Grassi

Freedom Town Officials present: Laura Greeley (Selectboard)

Planning Board present: Mary Ann Bennett, Brian Murphy, Tyler Hadyniak, Peter Abello, Kevin Malady, Clara Alvarez (via phone).

1. Start at 6 pm

Tyler gaveled the meeting into session at 6:00pm.

2. Approve 4/8/25 Minutes

A clarifying change was made to the subdivision ordinance discussion at the last meeting. All agreed to the change. Change was made real time on google doc.

Motion to approve 4/8 minutes as amended (Tyler), Mary Ann 2nd. All in favor?

Motion passes 6 – 0.

3. Citizen Concerns

Prentice stated that his attendance and input at tonight's meeting is as a Freedom Citizen. The selectboard at their last meeting voted not to reappoint him to the planning board. Prentice indicated that he plans on putting his name forward for open planning board seat once selectboard can vote on such matters; currently Laura is the only selectboard member after Heather was recalled by the town and Ryan resigned.

4. Vice Chair

Prentice was the vice chair of the planning board. Since his position was not reappointed, the board took up the business of nominating and voting on a new vice chair. Tyler appointed Mary Ann. No other nominations/appointments from board. Motion to elect Mary Ann Bennett as Vice Chair of Planning Board (Tyler); Kevin seconded. All in favor? Motion passes 5 – 0 – 1 (Mary Ann abstained).

5. Continue work on Mobile Home Ordinance

Work continued starting where the board left off at the last meeting on Article 9, Section 3. In general, any agreed to (consensus) changes/comments were made in real time by Tyler on the document on Google Drive entitled The Only Version of the Montville Mobile Home Ordinance. The board completed in person review of the ordinance. Any specific items for further action are documented here:

- Tyler will contact the Montville Planning Board to obtain clarification on “Required Improvements” language and Article 10 Section 10
- Tyler will research news articles on mobile home parks to get a better understanding of current issues around this topic.
- Tyler will research state law that facilitates mobile home park residents’ ownership of mobile home parks.
- Tyler will check the formatting of draft ordinance and make any non-substantial edits, as applicable. During his review he will also check the written comments by planning board members on the google doc and make any non-substantial edits, as applicable.

A follow-up from the last meeting on Article 8 Section 12 Fire Protection: Mary Ann reported that her husband David, who is on the Freedom Fire Department, reviewed this section and he was fine with language as is.

6. Next Steps/Goals for next meeting

At the next Planning Board Meeting (May 13), the public will be invited for the final review of the draft ordinance.

The general schedule for the fate of this ordinance going forward, understanding there are a lot of outside factors that could change this, is to pass on the final draft to Selectboard for a public hearing in mid-late June and a town vote in July.

7. Adjourn

Motion to adjourn (Tyler); Mary Ann 2nd; All in favor of adjourning meeting?

Motion passes 6 – 0. Meeting adjourned at 8:00pm.

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

5/13/2025

Town Office

Freedom citizens present: none

Freedom Town Officials present: none.

Planning Board present: Mary Ann Bennett, Brian Murphy, Tyler Hadyniak, Peter Abello, Kevin Malady. Absent: Clara Alvarez.

1. Start at 6 pm

Tyler gaveled the meeting into session at 6:00pm.

2. Approve 4/29/25 Minutes

Motion to approve 4/29 minutes as submitted (Tyler), Kevin 2nd. All in favor?

Motion passes 5 – 0.

3. Citizen Concerns

No citizens' concerns.

4. Continue work on Mobile Home Ordinance

The goal today is to complete a final review of the draft ordinance so it can be passed on to Selectboard for their review. In between the last planning board meeting and tonight's meeting, Tyler updated the formatting and reconciled outstanding planning board members comments on the working draft (The Only Version of the Montville Mobile Home Ordinance). Today's review yielded additional clarifying updates and edits, made in real time on the google doc. All the changes made were approved by planning board members present via consensus/verbal agreement. Updated the name of the document on Freedom Planning Board Google Drive to Draft Mobile Home Ordinance.

Action: Tyler will share Draft Mobile Home Ordinance with Cindy to be posted on the official Freedom Facebook Page and Town Website for public consumption. All

agreed sharing the draft with the town now would benefit the process/inform the Selectboard's review and the resulting public hearing, as applicable.

5. Next Meeting

Action: Tyler will notify Cindy that the next regularly scheduled Planning Board Meeting (June 10) will be cancelled due to it being election day. Decided on July 8 as the date of the next meeting. Theoretically, by this time a full Selectboard and Planning Board will be in place. The goal of the next meeting:

- Consider comments from public on Draft Mobile Home Ordinance and pass on to Selectboard for their review.
- Discuss next planning board topic – Building Ordinance and LD 2003. This was decided to be the next work priority by planning board members present. Other topics discussed: water extraction, review existing ordinances.

6. Adjourn

Motion to adjourn (Mary Ann); Kevin 2nd; All in favor of adjourning meeting?

Motion passes 5 – 0. Meeting adjourned at 7:27pm.

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

7/8/2025

Town Office

Freedom citizens present: Nik Ledger, Alina Nor, Sophia Hadyniak

Freedom Town Officials present: Laura Greeley, Cindy Abbott.

Planning Board present: Mary Ann Bennett, Brian Murphy, Tyler Hadyniak, Peter Abello, Kevin Malady, Jason Thibodeau. Absent: Clara Alvarez.

1. Start at 6 pm

Tyler gaveled the meeting into session at 6:01pm.

2. Welcome new member

Per email from Laura sent the planning board this morning, Selectboard voted unanimously last night to appoint Jason Thibodeau to the vacant planning board seat. Jason has lived in Freedom since 2012. He was welcomed by all.

3. Approve 5/13/25 Minutes

Motion to approve 5/13 minutes as submitted (Mary Ann), Kevin 2nd. All in favor?

Motion passes 6 – 0.

4. Citizen Concerns

No citizens' concerns.

5. Reserved: Steve Bennett/Bennett Family Trust Barn Business

Tabled until future meeting.

6. Reserved: Nik Ledger Campground on Smithon Road

Nik Ledger and his partner Alina Nor, presented a preliminary plan to develop their 5-acre parcel on Smithon Road into a campground. Their presence at the meeting was a fact-finding mission for them to see what would be required to do this type of development. The preliminary plan is to have tent platforms, possibly small A-Frame buildings for glamping and a small store. Tyler explained to them

that this type of development would fall under the Town's Commercial Development Review Ordinance and described the process to apply under this ordinance, which includes a pre-application review with the planning board. Cindy shared that there is State law regulating campgrounds. Nik will review the state requirements then if doable to proceed will contact the planning board when ready for preapplication review under CDRO.

7. Consider citizen feedback, if any, on Mobile Home Park Ordinance

Meredith Coffin provided comments via email to the Planning Board on the draft ordinance completed in May. Two of the comments was discussed; One was centered around the fee structure of application submittal and permitting. Laura will discuss with the Selectboard to set fees, as this is a Selectboard function. The second comment discussed was light pollution within a Mobile Home Park – wanting to ensure there was language in ordinance to reduce light pollution within the park. Members reviewed the language in the draft ordinance and agreed that what is currently there is adequate to address light pollution concerns.

Planning board members agreed all the other comments made by Meredith can be handled internally, as they are non-substantive (i.e. grammatical/formatting suggestions). Tyler offered to correct these and pass on to Planning Board, Selectboard and Cindy. Motion to have Tyler address non-substantive comments on Draft Mobile Home Ordinance submitted by Meredith Coffin (Tyler); Mary Ann (2nd), all in favor? Motion passes 6 - 0.

Furthermore, Tyler suggested that the Planning Board hold onto Mobile Home Ordinance until completing work on LD2003 and LD1829 and then pass it all together to selectboard. This will ensure these 3 housing-related provisions will be coordinated under current State Law. All agreed with this plan.

8. Talk about aligning the Freedom Building Ordinance with LD 2003

Discussed approach to updating Freedom's building-related ordinances, as required under LD 2003 and LD 1829 - recently passed legislative actions that address the state's housing shortage. In Freedom, the ordinances/draft ordinances affected are Rental Occupancy Ordinance, Building Ordinance, Mobile Home Ordinance (currently in draft). Planning board members on their own time will review these along with LD 2003 and LD 1829. Tyler will circulate these documents into one place on Google Drive.

Tyler proposed to have his intern review these ordinances and provide suggestions on how to update considering these new laws. All planning board members agreed. Laura will discuss with other selectboard members about using money budgeted for planning board toward this effort. Tyler made clear that he would have his intern do this work either way.

9. FOIA Training/Next Meeting

Need to schedule required FOIA Training for Planning Board. July 29 6:00pm works for present planning board members. This meeting will be to view training only; no other business will be taken up. The Appeals Board also needs to attend this training; Tyler will invite them. Tyler will ask Cindy to post this training on the town website.

August 12 6:00 pm will be the next substantive meeting for the planning board where we will continue working on housing-related ordinances.

6. Adjourn

Motion to adjourn (Kevin); Mary Ann 2nd; All in favor of adjourning meeting?

Motion passes 6 – 0. Meeting adjourned at 7:28pm.

Respectfully submitted by Peter Abello

Town of Freedom Planning Board Meeting Minutes

7/29/2025

Town Office

Freedom citizens present: none.

Freedom Town Officials present: none.

Planning Board present: Mary Ann Bennett, Brian Murphy, Tyler Hadyniak, Peter Abello, Kevin Malady, Jason Thibodeau. Absent: Clara Alvarez.

1. Start at 6 pm

Tyler gaveled the meeting into session at 6:01pm.

2. View FOAA Training Video

The sole purpose of this meeting was to view Maine Municipal Association's FOAA Training. The training video spurred periodic discussion relating the training concepts to planning board business/operation, resulting in the following actions:

- Tyler will review sample remote meetings policy from MMA
- Tyler will work with Beth (Freedom Website Manager) to make current the Planning Board Meeting Minutes section of the website. The last minutes uploaded to website were from September of 2024.
- Certificate of completion for this training – Tyler will find out how to get one on file for each member present.

3. Adjourn

Motion to adjourn the meeting (Tyler); Kevin (2nd). All in favor? Motion passes unanimously (6 – 0). Meeting adjourned at 8:00 pm

Respectfully submitted by Peter Abello