

**Minutes**  
**HERMON PLANNING BOARD**  
**Public Safety Building**  
**April 22, 2025 – 6:30PM**

**1. CALL TO ORDER BY CHAIRPERSON**

**Chair Ed Marsh called the meeting to order at 6:30 PM.**

**2. PLEDGE OF ALLEGIANCE**

**Chair Ed Marsh led the audience in the Pledge of Allegiance.**

**3. ROLL CALL- Appoint Alternate Member(s) if necessary.**

**Members Present:** Ed Marsh, Kyle Sullivan, Deborah Whitman, and Curtis Bartram.

**Members Absent:** Joshua Pelletier

**Others Present:** Code Enforcement Officer Jessefa Murphy, Assessing Appraisal Technician Gabriel Brady, and 2 guests.

**4. CONSENT AGENDA-**

- A. Consent April 22, 2025, Agenda
- B. Approve minutes of the January 28, 2025, meeting

**Kyle Sullivan made a motion to approve the minutes for the January 28<sup>th</sup>, 2025, meeting. Deborah Whitman seconded the motion. The motion passed accepted unless doubted.**

**5. PUBLIC ITEMS OR COMMENTS (Items Not Already on Agenda)**

**No public comments were given.**

**6. PUBLIC HEARINGS**

- A. PB 25-002 – Coldbrook Holdings, LLC, represented by Plymouth Engineering, is seeking Site Plan Amendment for the construction of a Light Manufacturing facility located in the Commercial Zone at 901 Coldbrook Road. The property is located on tax map 021-039-000

**Chair Ed Marsh opened the public hearing at 6:31 PM.**  
**Andrew Sjogren spoke about the proposed site plan**

**amendment for the construction of a Light Manufacturing facility located in the Commercial Zone at 901 Coldbrook Road. The public hearing was closed at 6:33 PM.**

- B. PB 25-003 - T&T Property Management, LLC, represented by Kiser & Kiser, is seeking subdivision amendment approval for a 4-lot subdivision located at 217 Newburgh Road. The amendment is to correct calls on the subdivision plan. The property is located on tax map 019-001-000

**Chair Ed Marsh opened the public hearing at 6:34 PM. Jim Kiser representing the project spoke about the proposed subdivision amendment approval for the 4-lot subdivision located at 217 Newburgh Road to correct calls on the subdivision plan. The public hearing was closed at 6:35 PM.**

#### Close Public Hearing

### 7. SCHEDULED AGENDA ITEMS

#### New Business

- A. PB 25-002 – Coldbrook Holdings, LLC, represented by Plymouth Engineering, is seeking Site Plan Amendment for the construction of a Light Manufacturing facility located in the Commercial Zone at 901 Coldbrook Road. The property is located on tax map 021-039-000

**Kyle Sullivan made a motion to approve PB 25-002 Coldbrook Holdings, LLC, represented by Plymouth Engineering, is seeking Site Plan Amendment for the construction of a Light Manufacturing facility located in the Commercial Zone 901 Coldbrook Road. The property is located on tax map 021-039-000. Deborah Whitman seconded the motion. Motion passes 4-0. Motion passes accepted unless doubted.**

- B. PB 25-003 - T&T Property Management, LLC, represented by Kiser & Kiser, is seeking subdivision amendment approval for a 4-lot subdivision located at 217 Newburgh Road. The amendment is to correct calls on the subdivision plan. The property is located on tax map 019-001-000

**Deborah Whitman made a motion to approve PB 25-003 T&T Property Management, LLC, represented by Kiser &**

**Kiser, is seeking subdivision amendment approval for a 4-lot subdivision located at 217 Newburgh Road. The amendment is to correct calls on the subdivision plan. The property is located on tax map 019-001-000. Kyle Sullivan seconded the motion. Motion passes 4-0.**

- C. PB 25-004 – Bill Bart is seeking Sketch Plan approval for a 3-lot subdivision located off of Annis Road and Wendy Acres Drive on tax map and lot 041-001-000.

**Kyle Sullivan made a motion to approve the tabling of PB 25-004 Bill Bart is seeking Sketch Plan approval for a 3-lot subdivision located off of Annis Road and Wendy Acres Drive on tax map and lot 041-001-000 due to the lack of any representative being present at the planning board meeting connected to the request. Deborah Whitman seconded the motion. Motion passes 4-0.**

**Please see the complete video at [Planning Board | Hermon \(hermonmaine.gov\)](https://www.hermonmaine.gov) for all old business and new business comments.**

## Old Business

### 8. WORKSHOPS

- A. 2025-2026 Meeting Schedule

**Code Enforcement Officer Jessefa Murphy discussed the 2025-2026 meeting schedule.**

**Please see the complete video at [Planning Board | Hermon \(hermonmaine.gov\)](https://www.hermonmaine.gov) for all old business and new business comments.**

### 9. CEO Items

- A. Code Report – January, February, March

**Code Enforcement Officer Jessefa Murphy discussed the code report.**

- B. By-Laws Amendment

Code Enforcement Officer Jessefa Murphy noted that the Planning Board Bylaw Amendments were updated so that four members are no longer needed to meet quorum requirements, with three members being the new requirement. This reflects the change in the quantity of planning board members down from seven to five.

**10. FINAL PUBLIC ITEMS OR COMMENTS (Items Not Already on Agenda)**

No public comments were given.

**11. PLANNING BOARD ITEMS**

Chair Ed Marsh noted that some members of the public are interested in participating in the Planning Board, with three applicants having submitted paperwork thus far.

**12. ADJOURN**

Deborah Whitman made a motion to adjourn the planning board meeting at 6:58 PM. Kyle Sullivan seconded the motion. The motion passes accepted unless doubted. The meeting was adjourned at 6:58 PM.

Respectfully Submitted,

Gabriel Brady, Assessing Appraisal Technician

Please see the complete video at [Planning Board | Hermon \(hermonmaine.gov\)](https://www.hermonmaine.gov/planning-board) for all comments.

If you require any assistance to fully participate in this meeting, please notify us at 848-1042 or write to the Town of Hermon, 333 Billings Rd, Hermon, ME 04402.