

**City of Hallowell**  
**Special Planning Board Meeting**  
**City Council Chamber**  
**October 29, 2025**  
**6:00 pm**

**1. Call to Order**

Ms. Feinstein called the meeting to order.

**2. Roll Call / Quorum**

Ms. Feinstein took the roll call and established a quorum.

Present: Judith Feinstein (Chair), Darryl Brown, David Gilbert (2<sup>nd</sup> alt.), Andrew Landry, Melvin Morrison, Lisa Rigoulot, Richard Seymour, Keith Taylor (1<sup>st</sup> alt.)  
Melanie Weston, Community Planner; Daniel Kelley, Deputy City Clerk

Excused: Richard Bostwick,

Mr. Taylor will be voting; Mr. Gilbert will not be voting.

**3. Public Comments** (The Board has agreed to limit the time allotted to Public Comment to fifteen minutes.)

None.

**4. Approval of Minutes of the October 15, 2025 Planning Board Meeting**

Motion to approve the minutes of the October 15, 2025 meeting as presented.

Moved: Seymour

Seconded: Morrison

Unanimously approved

**5. Public Hearing and Site Plan Review for SC-One LLC, Stevens Commons, Map 6 Lot 27-08**

Ms. Feinstein reminded the Board of the requested waiver which Mr. Morrill discussed with the Board at its last meeting.

Ms. Feinstein opened the Public Hearing at 6:02 PM. Maureen Drouin said she was present as an observer. There were no comments from the Public. Ms. Feinstein closed the Public Hearing at 6:03 PM.

Matt Morrill of SC-One LLC and Mike Sabatini of Landmark Surveyors & Engineers presented an overview of the project.

Ms. Rigoulot asked if the cafeteria would be for students only; Mr. Morrill said it would. She also noted that a new traffic study had not been done and asked why an estimate should be sufficient. Mr. Sabatini said that after each development they studied the trips and the total is only slightly above the limit in the Master Plan. Ms. Feinstein asked about time-of-day variations; Mr. Sabatini pointed out that the student population doesn't conform to the nine-to-five schedule and is also seasonal. Mr. Taylor asked if there was a threshold that would require a new study; Mr. Sabatini explained that an increase of 100 trips would be a trigger. He noted that during the State's occupancy the number of trips was 110. Mr. Brown observed that dorm use does not create peak-hour traffic; Mr. Sabatini agreed and cited the Institute of Traffic Engineers. Ms. Feinstein asked if UMA runs a shuttle; Mr. Morrill said it does. He also pointed out that most of the traffic generated by this project will be on Coos Lane rather than Beech Street, where most of the traffic is. Mr. Brown asked how multiple entrances affects a study; Mr. Sabatini said it divides the figures. There was general discussion of traffic.

Ms. Rigoulot expressed concern about solid waste. She noted that the dumpster near Nellie's Kitchen is often overloaded and suggested that one dumpster for the new building might not be enough. Mr. Morrill said the dumpster enclosure is large enough for two dumpsters. He added that the dorm will not have individual

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kitchens as Stevens Hall does. Mr. Taylor asked if UMA would be managing the building; Mr. Morrill said it would be managed by a property management company.

Motion to find the application complete.

Moved: Landry

Seconded: Brown

Unanimously approved

Ms. Feinstein noted the request for a waiver to reduce the setback for the parking lot from 50' to 10' and recapped Mr. Morrill's presentation from October 15. Mr. Seymour noted that the parking lot is up near Cleveland Hall.

Ms. Feinstein recognized Ms. Drouin who asked if the parking lot would affect access to the F.E. Berry Conservation Area; Mr. Morrill said it would not.

Motion to grant the waiver to reduce the setback for the parking lot from 50' to 10'.

Moved: Brown

Seconded: Seymour

Unanimously approved

Ms. Feinstein read through the list of standards for approval and the Board agreed by consensus that all were met.

Mr. Morrill reaffirmed that the building will be three stories plus a day-light basement. He also said they will add a sidewalk on one side of Coos Lane. Landscaping will be in keeping with the rest of the Stevens Commons campus and the tree-line along the abutter's property will remain. Mr. Sabatini explained that the storm water provisions will be reviewed by DEP and pointed out that the parking lot will drain in a different direction and the water will be filtered before discharge.

Ms. Feinstein recognized Ms. Drouin who asked what material would be used for the sport court; Mr. Morrill said it will be asphalt painted with sport court markings.

Motion to grant approval of the site plan.

Moved: Landry

Seconded: Taylor

Mr. Brown noted that the Board had received two emails expressing some opposition to the project. Rosemary Presnar [14 Mayflower Road] maintained that the sport court did not fit the Master Plan vision and that it was inappropriate to the historical nature of the development; she added that if it had been requested by UMA it would be acceptable, and she suggested including a seating area; she also expressed concern that it increases impervious area. Sylvie Charron [14 High Street] also objected to the sports court and expressed concern that there was a dumpster for waste but no provision for recycling.

Ms. Feinstein expressed regret that the writers had not chosen to attend the Public Hearing in person.

Mr. Seymour pointed out that the sport court is largely hidden between the buildings. Mr. Morrill reiterated that the sport court will be fenced and surrounded by shrubbery and added that the sport court was a request from UMA and that there will be a patio area where people can sit to watch the action. He agreed with the need for recycling but considered it to be more of a policy or procedure for management.

Mr. Landry asked if there was screening for the abutters; Mr. Morrill said there was. Mr. Morrison asked if the existing dorms house basketball players; Mr. Morrill said they do. Mr. Morrison acknowledged the need to provide recreational space. Mr. Brown observed that the project would remove only six or eight trees, some of which seemed to be in poor shape. Mr. Morrill concurred and added that removal of the trees was holding true to the Master Plan's provisions.

Ms. Rigoulot noted that she abuts a basketball court and asked if there were additional considerations for handling noise; Mr. Morrill again pointed out that the shrubbery will help contain noise and added that the lights will be timed to go out to discourage late use of the court. In addition, it is surrounded by UMA buildings. There was general discussion of noise.

Ms. Feinstein said she was sorry that the emails had not been printed for inclusion in the Public Hearing.

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Vote on motion to approve:

Unanimously approved

The Board members signed the approval documents.

## 6. Other Business

- a. Ms. Feinstein called attention to the Legal Notice from the October issue of *Maine Town and City* regarding email communication among Board members. Mr. Landry noted that using the city email system will facilitate compliance with FOAA requests.
- b. Ms. Weston told the Board she will obtain and distribute instructions for access and forwarding the city email system. There was general discussion of the problems some members were having.
- c. Ms. Feinstein recapped the issues discussed at previous meetings to be continued in November.

## 7. Adjournment

Motion to adjourn.

Moved: Seymour

Seconded: Brown

Unanimously approved

The meeting was adjourned at 6:47 PM.

*Accepted as Presented on November 19, 2025, by a vote of 6 Yea to 0 Nay.*

Attested:

S/

*Judith Feinstein, Chair*