



Bremen Planning Board

Nicholas DelPrete, Chairman
Mark Tenney, Vice Chairman
John Clapp, Board Member
Henry D'Alby, Board Member
Robin Lailer, Board Member

Walter Radloff, Board Member
Justin Stailey, Board Member
Mary Berger, Alternate Member
Scott Menard, Alternate Member

Bremen Planning Board Meeting Tuesday, December 9, 2025 at 7:00 p.m.

1. Attendance

Members Present: Nicholas DelPrete, Mark Tenney, Henry D'Alby, Robin Lailer, Justin Stailey, and alternate members Mary Berger and Scott Menard

Others Present: Cornelia Janke and Gregorio Carvajal-Blazquez, applicants; and Alyssa Pulver, from Gartley & Dorsky Engineering, representing the applicants

The meeting was called to order by Chairman Nicholas DelPrete at 7:01 p.m.

On a motion duly moved by Nick DelPrete and seconded by Mark Tenney, the Planning Board approved appointing Mary Berger and Scott Menard to be fully participating and voting members for this meeting. The motion passed unanimously by a vote of 4-0. (Justin Stailey had not joined the meeting at this time.)

2. Adjustments to Agenda

The chairman asked to add a discussion on the Comprehensive Plan to the agenda.

3. Application for Review

Cornelia Janke and Gregorio Carvajal-Blazquez, 16 Spruce Point Road, Map 004, Lot 024-011

The applicants are requesting a permit for a building addition, an additional deck, and a new garage. The building addition and deck would be built in the Shoreland Zone. The garage would be built outside the Shoreland Zone.

Members of the board said they would hear the application for the new addition and deck but referred the applicants to the Bremen CEO for a permit for the garage.

Alyssa Pulver presented the project to the board. As stated in the application, the applicants are seeking permission to build a 668-square-foot addition and a 590-square-foot deck to their existing home.

Nick DelPrete gave an overview of the site visit for this project. Mark Tenney noted that the deck was originally approved two years prior. Since the time to complete the project had expired, the applicants were reapplying for that portion of the project.

On a motion duly moved by Nick DelPrete and seconded by Hal D'Alby, the board accepted the application as complete and ready for review. The motion passed unanimously by a vote of 7-0.

On the application, the applicants asked the board to waive the: "Evidence of the owner's technical and financial capability to complete the project as proposed."

On a motion duly moved by Nick DelPrete and seconded by Hal D'Alby, the board agreed to accept the request for the waiver. The motion passed unanimously by a vote of 7-0.

On a motion duly moved by Hal D'Alby and seconded by Mark Tenney, the board approved the application as presented with the condition that any disturbed vegetation be replaced per the Shoreland Zoning Ordinance. The motion passed unanimously by a vote of 7-0.

The applicants were reminded that they must provide photographs of the completed project to the Town Clerk no later than 20 days after completion.

4. Administrative Items

a. Approval of the Minutes from the September 9, 2025, meeting.

Nick DelPrete asked the board to table the approval of the September minutes. He has some corrections he would like to submit before the board makes its motion.

On a motion duly moved by Nick DelPrete and seconded by Scott Menard, the board agreed to table the September 9, 2025, minutes until the next meeting. The motion passed unanimously by a vote of 7-0.

b. Planning Board Training through MMA.

Three members – Scott Menard, Robin Lailer and Hal D'Alby – have not completed the MMA's training for Planning Board Members. The Town Clerk will notify the board when training is available in 2026.

c. Annual Budget and Annual Report

The 2026 budget submission will be due to the Town Clerk by February 20, 2026. The Annual Report submission will be due by March 6, 2026. Hal volunteered to look at the budget and prepare a draft for the board to review.

d. June Meeting Conflict

The Tuesday, June 9, 2026, Planning Board meeting conflicts with the State's Primary Election. The board discussed moving the meeting to Wednesday.

On a motion duly moved by Nick DelPrete and seconded by Hal D'Alby, the board agreed to move the June 9th Planning Board meeting to Wednesday, June 10, 2026, at 7 p.m. The motion passed unanimously by a vote of 7-0.

5. Informal Discussion

a. Discussion of the Comprehensive Plan

Nick DelPrete explained that the Board of Selectmen would be appointing a committee to review and update the Comprehensive Plan.

b. Upcoming Dates

Nick DelPrete reviewed the upcoming deadlines for January's meeting.

- December 31, 2025 – Applications for building permits to be considered at the January meeting must be filed with the Town Office by 12:00 p.m.;
- January 11, 2026 – Site visits at 3:00 p.m.; and
- January 13, 2025 – Planning Board Meeting at 7:00 p.m. / in person and via Zoom

There was no further business.

On a motion duly moved by Nick DelPrete and seconded by Scott Menard, the board agreed to adjourn at 7:40 p.m. The motion passed unanimously by a vote of 7-0.

A TRUE RECORD ATTEST:

Cheryl S. Ferrara
Cheryl Ferrara, Deputy Town Clerk

FOR BREMEN PLANNING BOARD:

Nicholas DelPrete, Chairman

Mark Tenney, Vice Chairman

John Clapp

Henry D'alby

Robin Lailer

Walter Radloff

Justin Stailey

Mary Berger, Alternate

Scott Menard, Alternate