

GREENVILLE PLANNING BOARD  
Town Hall Meeting Room & Zoom Virtual Meeting Platform  
Municipal Building  
Minden Street, Greenville, Maine 04441  
Minutes  
September 27, 2021

**NOTE TO PUBLIC:** There is a video recording of this Planning Board meeting available on the Town website: <https://greenvilleme.com/boards/planning-board-meeting-video/>. The video recording is the official record of the Planning Board meeting. These Minutes reflect specific actions taken by the Planning Board (the “Board”) at the meeting and generally identify the discussions at the meeting.

**MEMBERS PRESENT:** John Contreni, Chair, Lurline Arco, Secretary, Noel Wohlforth, Joanie Withee (via zoom), Jenny Ward, alternate (via zoom)

**ABSENT:** Jonathan Boynton. In the absence of Jonathan, Jenny will be a voting member

**ALSO PRESENT:** Mike Roy (Town Manager)  
Peter Leathers (Code Enforcement Officer)

**GUESTS:** Doug Young, Brian DeGrasse (Northern Light Health), Marie Vienneau (Northern Light Health), David Woodward (WBRC Architects)

**GUESTS VIA ZOOM:** Shelia Grant, Eastern Gazette, Joslyn Booth (WBRC Architects), Adam Comstock (WBRC Architects), Amy Danielle, and Maureen Hopkins, an interested resident of Greenville

**Meeting called to order:** 5:00 p.m.

John called the meeting to order and stated that before we go any further, he wanted the Board to know that he wrote to Jonathan on September 17<sup>th</sup> stating that he has been absent four times consecutively and requested a letter of resignation. John did not hear back and wrote to Jonathan on September 22<sup>nd</sup> stating that he took the no response as a de facto resignation. John thanked him for a job well done and for his valuable contribution to the Board. With a vacancy on the Board, Jenny was elevated from an alternate to a regular Board member. We now have a full complement of five members. It is important that we have a full Board in case a member cannot attend. On August 23, 2021, we did not have a quorum and could not hold a meeting.

John formally introduced Peter Leathers our new Code Enforcement Officer. We initially had seven candidates, but one withdrew. The interviewing team consisted of Roxanne Lizotte Town Clerk, Mike Roy, Town Manager, Newt Pierce, a member of the Select Board and John. We asked a series of twenty-three questions. After the interviews we filled out a score sheet and among the

six candidates interviewed, Peter scored the highest with 166, with the lowest being 76. Peter began on August 30<sup>th</sup> and has been with us approximately a month. Peter stated that he has been living in Greenville full-time for the past two years. He said he enjoys working with the public and the community and is hoping to do good things for the community.

**Minutes:** Pending receipt of December 7 and 12, 2020; February 8 and 22, 2021; March 8, 2021; April 12 and 26, 2021. Due to a miscommunication between John and Lurline the September 13, 2021 minutes will be provided at our next meeting.

**Motion made by:** No minutes presented.

**Seconded:**

**Adjustments:** Joanie requested that the Board stick to the Agenda because she has another zoom meeting at 8 p.m.

**Conflict of Interest with any agenda item by Board members:** None

**Report from CEO:** Peter said that besides the three items on this evenings Agenda, he did seven site visits. Peter also visited the new storage units and everything is in order. Peter also visited the new campground on East Road and everything is in order. Nine new permits were issued. The CEO report was posted on the website this past Friday.

Doug Young commented on the one-page notice sent out with the tax bills. Found it right on target.

**Pre-permit hearing. Alpine Ridge II Subdivision – Doug Young:** Doug updated the Board stating the survey is 90% done, soil tests are complete and the power is on the edge of the site. Jenny inquired about the distance of the lots from Route 15. Doug stated that the lots are approximately one mile in from Route 15. John said that the Board will do a site visit before our next scheduled meeting at 4 p.m. The Board agreed to go forward with the requirements for subdivision permit. John did not read all 34 questions. He did not see any items that should be excluded except #27 regarding traffic to be generated and a traffic impact analysis. Since so far off Route 15, doesn't feel appropriate. Jenny had a concern not about the volume of traffic but the speed of traffic at that location. Maybe DOT should be made aware of it. John agreed that there is fast moving traffic and perhaps the State can put up signs to "watch for turning traffic" both northbound and southbound. The Board approved to go forward and Doug should get in touch with Peter.

**Pre-permit hearing. Northern Lights Conditional Use Permit:** Marie Vienneau, President of Northern Lights C.A. Dean Hospital, stated that they are planning a replacement as well as renovation of part of the hospital. Two buildings are more than 100 years old and the middle building was built in 1967. We are looking forward to upgrade and modernize the building for the quality of care to our patients and access to care in this region. Marie introduced David Woodward

who explained that the property is 11.2 acres. The northern three-fourths of the property is zoned Village District and the southern section is zoned Village Shoreline District. A full survey is prepared. David pointed out what sections of the hospital will be demolished and what will remain. The project will be done in stages. The patients will be moved into the current hospital. The old hospital will be demolished. The new hospital will be built. Once complete, the patients will move back into the new hospital. The existing parking in the front of the hospital will remain where it is. The existing helipad will be moved to accommodate the new hospital section. This will require clear cutting in one section for the new helipad and selective cutting of tall trees to allow the coming and going to the helipad. There will be two drop offs. One for patients and one for the ambulance. There will be a new ambulance garage. The double occupancy rooms will be single with its own bathroom. Jenny wanted to know if this design is based on current needs or on future needs and if it is expandable. There was a five-year study done and the average acute is about two per day, so given the average volume, could double acute. The east wing is long term and the sizing was based on space available. This will be a fifteen-bed hospital which is sized for current use as well as future use. Jenny – is expansion an option? No. Right now, we are locked into the current area but there is a lot of room in the front of hospital where we could expand if we take up parking areas. Second floor is not possible. Following Greenville’s guidelines, there will be a gabled roof. The attic area will be used as the mechanical mezzanine. To save space inside the building, covered stair will be outside the building giving access to the attic space. The ambulance building will have two bays, maintenance shop, office, storage area and bathroom with an outside covered vehicle storage area and its own generator. There is a full landscape plan. Mike – what is the start and completion dates? Marie – looking to begin next April 2022 and finish summer of 2023. 2024 will be finishing landscaping, etc. Joanie wanted to know how you will accommodate patients during renovation/demolition. The new hospital will be open when we move the east wing into the west wing. Once renovation complete, move patients back to the east wing. John wanted to know if they were keeping the administration trailer was due to cost. Marie – yes and it will be used as a dormitory space for on-call doctors. John wanted to know if this will be lead certified. No, it will not. Mike wanted to know if it will be dark sky compliant. Jenny said she has worked very hard for the past two years for dark skies and was not pleased with the beacon in the copula. WBRC will not put the beacon in. Jenny inquired if this will make a change in employment. Marie said they were very cognizant of this and there will probably be a decrease of ten employees. Jenny also inquired about capturing the history of the buildings before they are demolished, especially the 100+ year old buildings. Have they been in contact with the Historical Society? Maybe have someone come in and take photos. Marie – have not been in touch with the Historical Society but did have a general conversation on how to preserve parts of the building, i.e. slate roof. Brian asked if a traffic analysis is necessary. It is not being increased or are they changing any driveways. Noel doesn’t think it would be necessary. WBRC wanted to know if they needed to submit a signage proposal now or at a later date. John said it needs to be included with the application. Since this a large project, John read the Application Requirements for Conditional Use Permit. All requirements were applicable except for #10 – The location and type of public water supply, when located within 1,000 feet of a proposed development that has the potential to contaminate the water supply, such as a junkyard, automotive repair shop, or gas station. Distance of the proposed project from the public water supply and #14 – An estimate of the amount and type of vehicular traffic to

be generated daily and at peak hours, and a traffic impact analysis, if applicable. Additional information the Planning Board considered necessary:

- Time of construction activity limited to time of day (7 a.m. - 3:30 p.m.)
- Public Hearing to be held

Brian – On the Site Removal Plan, where the helipad will be located, it encroaches into the Village Shoreland District. Will a tree cutting permit be needed. John – yes. Jenny – doesn't the FAA have certain rules and regulations? Brian – this is a PPR (Prior Permission Require). Life Flight group uses this helipad and follow the advisor circular which advises as to what you should do. This is not commercial helipad, no funding from the federal government. You follow the FAA guidelines as your best judgment. Life Flight has been to the site advising on clearing and safety. We only tell the FAA that the helipad is being moved 50-60 feet from its present location. Joanie – how many trees will be removed? Brian – clearing to the east and west and shifting southwest towards the train tracks. The hatched areas on the site plan will be clear cut. Other sections will be selective. We still need to determine the height of the trees that need to be cut. Joanie – are you close to wetlands. Brian – no impacting wetlands at all. We are 250 feet away from the wetland area. Jenny – if there is an issue with any of this project, do you have a Plan B? Marie – we looked at other options but were not feasible. Construction narrowed it down to this location. This plan is the only one which allows the helipad, maintains the hospital operating, new section built and remain within budget. Mike – I have two questions – have you contacted CMP regarding the powerlines near the new helipad site and will the demo be going to Greenville transfer station? Brian – demo will be leaving. John – have you contacted the Fire Marshall. Marie – yes. Josyln said the Fire Marshall is familiar with the hospital. Marie – they are on board and will do a full review. Joanie – I am still concerned about the clearing of the trees causing an erosion issue. John – are we ready to move forward to a complete application. Noel motioned to move with the application. Jenny seconded. Approved 5-0.

**Amy Daniele Subdivision approval submission.** John – this is the large piece of property next to Leisure Life. Peter – Amy has completed the application and there are no foreseeable issues with the subdivision. Amy – as you will note, we took the Board's advice and eliminated the moveable creek boundary lines. John stated that Peter recommended that the Board approve the Amy Daniele Subdivision. Noel so moved and Lurline seconded. Approved 5-0.

**Old Business. Planning Board Remote Participation Policy:** Discussions ensued regarding what determines an emergency. Since "emergency" is a broad definition, it was decided that it would be at the Chair's discretion. Instead of a show of hands, each Member would be asked to vote. A motion was put forward to accept the draft Remote Participation Policy and insert "Town of Greenville Planning Board" and "(dated September 27, 2021). Joanie motioned to accept with changes and Noel seconded. Roll call was unanimous 5-0.

**New Business:** None

**Items for Next Meeting:** The next schedule meeting falls on October 11<sup>th</sup> Indigenous Peoples Day. It was decided to hold the next meeting on October 12<sup>th</sup> with a site visit to the Alpine Ridge Subdivision at 4:00 with the regular meeting following right after. John said that we have three applicants for the Planning Board. We have two open positions. Peter will make copies of their applications for the Board to review. John suggested an Executive Session. Mike said applicants would have to be present. We could review at next meeting using applicant #1, 2, 3 and send our recommendations to the Select Board. Joanie asked how it was done previously. John- we never reviewed applications went directly to Select Board.

Doug wanted to know about four items on the application. #15 contour lines. John said 10 feet. #26 phosphorus control plan – usually for shoreland – John not required. #28 solid waste – John leave in. #32 performance guarantee – John not required.

Lurline asked if the Ordinance was changed to reflect the new requirement regarding photographic record when developing within the shoreline zone. Peter will check with Gwen.

**Adjournment:** Noel motioned to adjourn at 6:40. Joanie seconded. Unanimous 5-0.