

**Town of Greenwood  
Planning Board Meeting Minutes  
Greenwood Town Office  
January 8, 2024**

Item 1: Call Meeting to Order - Chair Mills called the meeting to order at 5:30 pm.

Present:

Eva Mills, Chair

Matt Mitchell, Vice Chair

David Newcomb, Secretary

John Kwoka

Joelle Corey, Codes Enforcement Officer

Kim Sparks, Recording Secretary

Absent:

Andrew Baker.

Item 2: Elect Officers for 2024

Chair – 1<sup>st</sup> and 2<sup>nd</sup> to nominate Eva Mills as Chair. Vote: 3-0. Eva elected as Chair.

Vice Chair – 1<sup>st</sup> and 2<sup>nd</sup> to nominate Matt Mitchell as Vice Chair. Vote: 3-0. Matt elected as Vice Chair

Secretary – 1<sup>st</sup> and 2<sup>nd</sup> to nominate John Kwoka as Secretary. Vote: 3-0. John is elected as Secretary.

Item 3: Consider minutes of October 2, 2023

The Board reviewed the minutes of October 2, 2023.

David motioned and Matt seconded to approve the minutes of October 2, 2023 as read. Vote: 4-0. Minutes are approved.

Item 4: Old Business – None

Item 5: New Business

A. Joanna Tourangeau – 20 Point Lane, Map U05-007  
New foundation and 2<sup>nd</sup> floor addition.  
Shoreland Zone

Chair Mills stated that her sister is an abutter to this property and is offered to recuse herself from the discussion. Codes Officer Joelle asked Eva if she had any financial relationship with the Tourangeau family. Eva said she did not, that her sister was their neighbor. The Board agreed that Eva had no reason to recuse herself from this review.

Ms. Joanna Tourangeau and her contractor Nick DiConzo were present to explain the application for 20 Point Lane. Joanna explained that they will be putting a new foundation under the existing camp, a 2<sup>nd</sup> floor addition, and an 8' x 8' deck. Contractor DiConzo stated that the camp is not up to any building code so they will be upgrading the 2 x 6's to 2 x 10's and will upgrade the 2 x 6 rafters to 2 x 10's. He explained that all of the windows he will be installing will be egress windows. He explained that phase 1 of the project will be to install the foundation and get the camp set down on it. He stated that phase 2 will be to take the roof off and put on a second floor.

Joanna stated that they are in hopes to get on the property as early as possible to be done with the earth work before the neighbors start arriving. Eva asked if they knew where their boundary lines were. Contractor DiConzo stated that they did know where the lines were and the location of the metal posts. Eva asked how much traveling is going to be done in there. Contractor DiConzo stated that there would be very little if at anyone traveling passed the pins. Contractor DiConzo stated that most of the digging will be coming out on the side near Littlefield's and they will try not to do anything on the lakeside. Eva stated that she asks because Kathy Giunta's drain field is right there, along the property line. Joelle asked which lot was Kathy's. Eva stated that Kathy is at the end, beyond the Tourangeau lot. (Map U05-008) Joelle gave a copy of the Giunta's Subsurface Wastewater plan to Contractor DiConzo, Joanna stated that all of their work will be coming in from the opposite side away from the Giunta's line.

Eva asked if they were going to be removing the three trees that were along the road. Joanna answered yes and stated that the bank needs to be revegetated and stabilized. Joanna stated that there is a lot of erosion on that bank that is undermining it. John asked if they had been to the site since the last storm. Joanna answered yes and that everything was fine.

Contractor DiConzo stated that they will be installing a sump pump in the basement. David asked where would they be pumping the water to. Contractor DiConzo stated that they would be pumping it towards the back of the property on the bog side. David asked if this was a full basement. Contractor DiConza stated that it was a full basement. John asked if they were raising the camp, installing a full foundation under it, putting the camp on the foundation, removing the camp roof and adding on a second floor. Joanna stated that was exactly right. John asked if they thought they could get this all completed in one year. Joanna stated it is their hope and plan to get this all completed in one season.

Matt asked if they could talk about the trees that are coming down. Joelle stated that she thought they were already down. Joanna stated that the trees are still there as he couldn't get to them this fall. Matt stated that he reviewed the plan and saw that they are taking down trees and replanting with blueberry bushes. Joelle stated that they had concerns with all of the stumps that they would be able to get in there and dig deep enough to replant with trees. Joelle stated that they can't remove the stumps. Eva asked how many trees will be coming down. Joanna stated that she thinks there will be eight trees. Joanna stated that six of them are within 2 to 3 feet of the camp and two of them are literally pushing against the camp. Matt stated that he was concerned that the

plan doesn't really speak to the impact it will have by removing eight trees. Matt stated that this is something that they need to talk thru and maybe they need to have a site visit. Joelle stated that would be ok to have a site visit but they will have to walk in as you can't drive in this time of year. Joanna stated that she would be completely open to try to replace those in some way. She explained that the pines are so close to the camp that they are a hazard. Matt asked if they have had a professional arborist out there to give them some guidance on what their options would be. Joanna stated that they had not. Contractor DiConzo stated that once they are done at the worksite, they will make sure everything is all revegetated. Matt explained that they just need to have some clarity as to what that will be. Joanna stated that she doesn't think the tree permit is part of the planning board approval for the expansion but she agreed with Joelle to do more than what is required for the trees and she would be open to that there might be a requirement that she would plant at least 8-10 trees of similar growth. Joanna stated that she would like it to be consistent to what is already out there and would like to plant pine as she knows it will grow there. Joanna stated that she is open to replant some pines, blueberry bushes, and sweet fern as it is already all over her property out there. Matt stated that it looks as if three of the trees are right against the camp. Joanna explained that there are only two trees that are not right up against the camp, and those two are on the far side of the property where we need to bring in the equipment. She explained that if they left those two trees, they would have to bring the equipment in from all the other sides which doesn't make sense. David asked if the current porch on the lake side of the building. Joanna stated that the water wraps around two sides of the camp. Contractor DiConzo stated that their concern is that the roots to the two pines will be damaged from the excavation needed to install the foundation. Joanna stated that trees noted on the plan as 3 & 5 are on the deck side. Matt stated that he is trying to determine if this is easy and convenient or necessary. Joanna stated that trees 3 & 5 is the case that she has the hardest to take down. Joanna stated that the concerns are how to get in there, concerns with safety with the trees so close to the camp, and that 3 & 5 are about 15 feet from the porch and it is a tight lot. She stated that she is also concerned that once they start digging around in there that these are big, tall trees and once their roots get damaged, they will blow down in the future. Joanna stated that she doesn't want to put in a new structure and then worry about in the winter when she can't get in there and have the pines falling on the structure. Joelle stated that they can look at the buffer book to see if there are other things that can grow in that soil that are taller than the blueberry bushes.

Abutter, Kathy Giunta stated that she had a few questions and comments. Kathy was participating via zoom.

Kathy asked if there had been a survey done recently. Joanna answered that she had a plot plan done when she bought the property in August of 2021. Kathy asked if that was the same as a survey. Joanna answered that it is not a formal survey but he came out and marked all of the pins. Kathy asked as this work is progressing, if it was possible to put some type of tape or marker from one pin to another so that all of the contractors so that they will know that this is not an access to the property. Joanna stated that she could flag all of the pins and some how flag the property lines. Kathy stated that she is concerned about heavy vehicles turning around on her property because of her drain field. Kathy stated that her drain field is 75 feet from her septic and it would put the drain field right on the property line. Joanna stated that she completely understands that and that they will absolutely do whatever we can to access our property

from the other side so we are not putting heavy vehicles over on that side. Contractor DiConzo asked if it would be ok to go on Kathy's property to mark the location of the leach field so they know where it is and they shouldn't be on Kathy's property at all. Kathy stated that he can certainly do that. Kathy stated that if they need to go on her property to get to their property, they certainly can do that she would just like to know if they do. Contractor DiConzo stated he understands Kathy's concern with that. Contractor DiConzo stated that he is not planning on having to go on Kathy's property as he thinks he can access everything from the bog side of the property.

Kathy stated that she thinks the corner of their shed is on her property, that is fine has it has been there forever. Joanna stated that she will take a look at the pins in the area near the shed but thought that there wasn't an issue. Kathy asked what was happening with the trailer on the property. Joanna stated that after this project is completed, they will no longer need the trailer as her kids will now have bedroom area in the new second floor addition.

Kathy stated that was all the questions and concerns she had and asked that everyone be cognizant of the fragile vegetation on site. Joanna stated that she really appreciated the information from Kathy and the update on the leach field location near the property line.

Chair Mills asked if there was any more discussion or recommendations. Matt stated that he would like to know what they are going to plant there before we proceed. Joelle asked if the Board was going to schedule a site visit. Matt stated that he thought that would be a good idea to visit the site. Matt stated that we all should be working towards saving the trees and if we can't then we need to replacing that with more than a blueberry bush. Joanna stated that she was a bit nervous as she isn't sure when they will be able to get in there and will this mean she will not be able to do anything for another year. Matt answered that he didn't think so and if they decide to go tomorrow, they will snowshoe in. Joanna explained that they will not be able to pull into Littlefield Beaches and

will have to park right on Rt. 26. Matt stated that it is their goal to help her get this permitted.

Contractor DiConzo stated that he is concerned with his timeline as he would need a building permit to get a signed contract with Joanna. Contractor DiConzo asked if the Board would consider issuing a building permit with the conditions that the Board needs to do a site visit and have them submit a new vegetation plan. Eva stated that they could schedule the site visit for next week. Contractor DiConzo stated that all of his workers are State certified to work in the Shoreland Zone. Joelle stated that she would work with Nick and Joanna to update the revegetation plan starting tomorrow morning.

Chair Mills asked what were the Board's thoughts. David asked if this would be a contingent approval. Joelle stated that she will work with Joanna and Nick on updating the revegetation plan and get a copy to the Board before they do their site visit next week. Joelle stated that it can be a contingent approval, that the Board could approve the square footage tonight, they could approve the height not to exceed 25 feet, and the buffer and planting could be reviewed and decided on at your next meeting on February 5<sup>th</sup>. John stated that they are all in agreement about the structure and what we are talking about now is the

revegetation plan. Joanna stated with 100 percent certainty that she is willing to do whatever the Board wants her to do.

Matt motioned and David seconded to approve the application as submitted contingent upon the final approval of a revegetation plan. Vote: 4-0. Motion is approved.

Joelle will start working with Nick and Joanna tomorrow on a new vegetation plan. The Board agreed to complete a site visit on January 17<sup>th</sup> at 9:00 am.

#### Item 6: Admin Issues

##### A. Next Meeting Date – February 5, 2024

Item 7: Adjourn - Having no further business, Matt motioned and David seconded to adjourn the meeting at 6:20pm. Vote: 4-0. Meeting is adjourned.