

**PROSPECT PLANNING BOARD**  
**PROSPECT COMMUNITY CENTER**

**THURSDAY, JANUARY 9, 2025**

**4:15 PM**

**PRESENT: HENRI GIGNOUX, LAURIE JONES, ARLINE LAMARCHE, ALFRED REYNOLDS, KATHLEEN JENKINS, BECKY AMES, SCOTT REDMOND (CEO), BRANDY BRIDGES (PROSPECT MUNICIPAL OFFICER)**

**BY PHONE: LOIS GIANNI**

**Jenkins called the meeting to order at 4:12 pm.**

**READING AND APPROVAL OF MINUTES OF REGULAR MEETING FOR  
DECEMBER 19, 2024:**

Minutes from the meeting were sent to all members. Jones made a motion to accept the minutes as read. Reynolds seconded the motion. Gignoux & Lamarche abstained as they were absent from this meeting. All others approved.

**1. COMMUNICATION:**

**a. Maine Municipal Association:**

Jenkins was very pleased with the thorough and prompt responses from the Maine Municipal Association concerning questions on whether the 11.3 acre, 8 unit rental proposal from Richard & Mary Dyer is complete. Per their suggestion Jenkins will speak with the Town Attorney Kristen Collins regarding the complexities of whether it is a subdivision and if it meets the minimum lot size requirements.

**b. DEP:**

Jenkins received a lot of information and maps from the DEP and passed them along to the Planning Board. **(See the maps in your shared emails).**

**c. Maine Municipal Officers:**

The emails for the Municipal Officers are not correct. Jenkins stated that we need to find out if there are updated emails available.

There is a need for Zoom in the town, especially with all the meetings coming up that may involve the town lawyer and other people on Boards who will not be able to attend in person due to being out of state or having surgery. Jenkins said the Town is in the process of getting Starlink.

## **2. OLD BUSINESS:**

### **a. Update of Land Use Committee (Laurie Jones) :**

Jones said that Shoults would be rolling the approved Subdivision Ordinance into the Land Use Ordinance.

### **b. Fee Schedule/Special Town Meeting/Update from Municipal Officers & CEO (Scott Redmond & Brandy Bridges):**

Municipal Officer Brandy Bridges said the emails are incorrect on the website. The Officers have not been getting the updates on the Ordinances that Jenkins has been sending. Her email is [brandyforprospect@icloud.com](mailto:brandyforprospect@icloud.com) and Diane Maguire uses her email from her full time job. Bridges will email the Board all the correct email addresses and ask the town clerk to fix the emails on the website.

Jenkins explained to Bridges that the Building Code Ordinance will replace the current Intent to Build and require a Building Permit Application for those intending to build, add on, etc. The Building Permit will need to be approved and signed by the CEO.

Jones explained that the Subdivision Ordinance needed to reflect State laws and statutes that had been updated, along with the accessory dwelling language and any other updated DOT recommendations and other updated State laws.

Jenkins explained that it is important for the Municipal Officers to approve a Fee schedule for the town. CEO Scott Redmond had been involved in getting a draft fee schedule together for the Municipal Officers to review. Bridges said that MMA said the fee schedule had to be an Ordinance. Jenkins said the fee schedule did not need to be part of the Ordinance. It is referred to in the Ordinance but can be approved by the Municipal Officers. There needs to be an approved fee schedule as soon as possible to present with the Ordinances at a special Town meeting.

Jenkins let Bridges know she would prefer to have a separate Town meeting for the Ordinances instead of presenting them at the annual Town meeting. Jones agreed since the Land Use Ordinance should have sole focus. It is an involved Ordinance and needs to be presented separately.

Bridges also mentioned to the Board that the Officers were trying to get lights on the Railroad crossing on the Muskrat Farm road. DOT is going to try to add the request to the budget for next year. Bridges was unsuccessful trying to find out what chemicals the railcars are carrying. The Canadian Pacific Railroad was not forthcoming on what chemicals are being transported. This information could be useful to the Fire Department if there ever was a derailment.

Bridges said that Starlink was ordered and has been delivered. She has reached out to the Technical group at the Superintendent's office in Bucksport for support in installing the system.

Bridges also mentioned that the first payment has been made on getting Fiber installed in the town. The grant came through for the project and it is in the Engineering phase. The hope is installation will be complete by 2026.

Bridges will look at dates for a special Town meeting and get back to the Board.

### **3. NEW BUSINESS:**

#### **a. Prospect Shores Project:**

Richard and Mary Dyer along with Thomas Fowler, Engineer and Shawn Hamilton from Thomas Fowler, P.E., LLC were in attendance to present the Prospect Shores Project and answer any questions that the Planning Board, Municipal Officer or CEO might have for them.

Thomas Fowler had created packets for everyone with information and maps for review and a larger display for his presentation. Richard Dyer said they were very conservation minded, wanted to do what was the least impactful to the environment and create an efficient structure that also was financially feasible. He is confident that the people he hired will meet all these standards.

This design is substantially different than the first proposal. They engaged some subcontractors as well for the project. They had surveyors lay out the 11.3 acres. The Shore Road was discontinued in 1944 but is still a path. There are several streams and they researched these. Also on the Penobscot River side, they used the highest annual tide set by the DEP for the high tide level. (Highest astronomical tide – 7.4 in elevation). The culvert in the area has been destroyed. It hasn't been repaired since 1948. The design is for 16 bedrooms total and a utility bathroom in the Maintenance building.

They changed the design and with this proposal they get two more bedrooms and more rental diversity than the previous design. This design will not be affordable housing eligible.

One drilled well is proposed at this time. They will keep an eye on this for volume issues. They might have to drill another well also.

They plan to use material on site, boulders, etc., and to keep some trees and stones that add to the aesthetics of the property.

They will need (3) State permits including Natural Resource Protection (wetlands), Permit by Rule (75' setback) and Storm water. It could take time to get the permits.

Fowler also mentioned that he had reviewed all the recommendations that MMA had proposed.

The question was asked if the road follows the original Shore Road or does it extend into the Shoreland zone? Fowler said once the road is on the Dyer property it turns left but it does bump into the Shoreland zone and it did before. The road does meet the requirements of the Shoreland Zone. Culverts are needed by the cemetery. Dyer is going to rebuild the cemetery fence and will landscape around the cemetery.

Gignoux asked if the turnaround was suitable for a school bus and the CEO said he talked with the Fire Department and they saw no issues.

At this point Fowler asked the Planning Board for the schedule going forward for the project.

Fowler said that he reviewed the Site Plan & Subdivision Ordinances and he thought the Site Plan Review covered more details. Jenkins said the Planning Board would review these Ordinances along with the Minimum Lot Size Ordinance to make sure the application is complete. This needs to be done before the Planning Board signs off any map associated with the project.

Dyer commented that clearly goals are encouraged by the State for more housing options. He feels this project is a good trendsetter for the town and what it wants for the future.

Jones asked when permitting gets done, before approval or after approval. Fowler said after approval and then they can apply for the permits. They are needed before they start building. Gignoux suggested that they don't wait to apply for permits.

There also needs to be a Public Hearing. The Planning Board should do a walk of the property and look over the proposed project. Jenkins said it would take at least 2-3 meetings to get to the completed stage of approving the project. It will take the Board through March anyway. The Board has 45 days to deem the project complete.

1/16/25 – walk property/needs to be posted/considered a workshop

1/17/25 – rain date to walk property

1/23/25 – review project to determine completion (not necessarily complete)

2/13/25 – review of project with Site Plan and possibly Subdivision Ordinances

2/27/25 – cross reference Shoreland Zoning Ordinance and Subdivision Ordinance & Density Issues

3/13/25 – possible Public Hearing and could possibly vote that project is approved

**4. OTHER BUSINESS:**

Just a note to the Planning Board the Site Plan Review Checklist needs to be cleaned up.

**5. MOTION TO ADJOURN MEETING:**

Jenkins made a motion for adjournment and all approved. The meeting was adjourned at 6:09 pm.