

Town of Searsport, Maine  
Select Board Meeting

May 6, 2025

1. Call to Order: 6:00pm
2. Pledge of Allegiance: Doug Norman, Chair led the Pledge of Allegiance
3. Roll Call: Doug Norman, Chair, Mark Bradstreet Vice Chair, Steve Tanguay, Sandra Otis-Anderson and Wes Norton are all present.
4. Announcements: None
5. Acceptance of Minutes: Motion: Sandra made a motion to accept the minutes for the April 15, 2025 select board meeting as written. Second by Mark Vote : 5-0-0
6. Acceptance of the agenda: James added 3 items to the agenda. Mark made a motion to accept the agenda with the additional items added as 11<sup>th</sup> hour. Seconded by Sandra Vote: 5-0-0
7. Public Comment: Harlan McLaughlin inquired about the status of the retest at the GAC site and asked for clarification on the letter from the DEP.
8. Old Business:
  - a. Information Booth: Mark made a motion to appropriate up to \$4,000.00 for the information booth repairs with the money coming from the TIFF reserve account. Steve seconded the motion. Wes asked for no work to begin until the exact location is agreed on with the land owner. Vote: 5-0-0
  - b. Liquor License's: Steve made a motion to approve the liquor license renewals for Homeport Inn and Anglers Restaurant. Motion was seconded by Sandra. Vote: 5-0-0
  - c. Planning Board Appointment: Doug made a motion to appoint Janine Laveway from alternate to full member , seconded by Sandra Vote: 5-0-0. There are two alternate positions still open.
  - d. Cyber Security: Wes made a motion to authorize the town manager to expend up to \$21,000.00 in upfront costs and incorporate up to \$18,000.00 in ongoing costs to engage S.J. Rollins in comprehensive IT services for the town of Searsport. Motion seconded by Doug. Vote: 5-0-0
  - e. Code Enforcement Pay: This was tabled from a December 2024 meeting. James announced the resignation of CEO Victor Maza. James is recommending an hourly wage of \$33.33 for the position of CEO going forward. He is asking the board to accept with regret Victor Mazza's resignation and authorize the advertisement of the position. Wes made a motion to regretfully accept Victor Mazza's resignation as CEO and thank him for his service in that role. Motion was seconded by Mark. Vote: 5-0-0
  - f. Code Consultant: Wes made a motion to hire Victor Mazza as the interim CEO at a stipend of \$1,000.00 a month. Motion was seconded by Doug. Vote: 5-0-0.
  - g. CEO Pay Scale: Wes made a motion to adjust the pay scale for the position of Code Enforcement Officer to \$33.33 per hour and make it retroactive to the first of the year 2025 when we enacted all the other pay increases. Seconded by Doug Vote: 5-0-0
9. New Business:
  - a. Acceptance of Town Clerk Resignation: Steve made a motion to accept the resignation of town clerk Jennie Damon Gulya, advertise the position immediately and appoint James Gillway the interim town clerk. Seconded by Sandra. Vote: 5-0-0

- b. Abatement of Wastewater Account 274: Mark made a motion to abate \$887.24 on wastewater account 274. Seconded by Steve Vote: 5-0-0
- c. Part-Time Wastewater Help: Steve made a motion to authorize the town manager to fill the permanent parttime position for the wastewater department. Seconded by Steve Vote: 5-0-0
- d. Set Leaf and Limb Day: Wes made a motion to establish the free leaf and limb days at the transfer station on May 17<sup>th</sup> and June 7<sup>th</sup>. Seconded by Doug Vote: 5-0-0
- e. Community Enhancement Committee and Planters for Downtown: Mark made a motion to appropriate the cost of the planter of \$3,329.91 from the Public Works Reserve account. Motion was seconded by Sandra Vote: 5-0-0.
- f. Community Enhancement Committee Bottle Return Collections: Mark made a motion to table, Seconded by Sandra Vote: 5-0-0
- g. Purchase New Roll Off Container: Doug made a motion to appropriate up to \$8,600.00 from the Transfer Station Reserve Account for the purchase of a roll off container. Seconded by Sandra. Vote: 5-0-0

#### 10. 11<sup>th</sup> Hour:

- a. Wharf Repairs: James received a proposal from Woodard and Curran to move forward on rebuilding the Municipal Pier in what they are calling phase 7, which is the final stage from the 1997 damage. This is the final repair to the finger and expansion of floats and gangways. The contract has some requirements that the town seek additional monies.. They will help the town with applying for grants. The town has the Federal earmark of 2 million dollars. There has not been a decision made on the \$750,000.00 from FEMA. This contract gets the ball rolling. Their estimate with a 10% contingent is 3 million dollars. Wes made a motion to authorize the town manager to engage with Woodard and Curran on engineering and other professional services for the pier project with the striking of the cruise ship tender upgrades language and to take the recommendation of a client kick off meeting and use it as a public engagement opportunity and consider a second public engagement opportunity to review what other options and permitting requirements there are. Motion was seconded by Doug. Vote: 5-0-0
- b. Heat Pump for 44 Prospect Street: There is a proposal from Sun Dog Solar to install a heat pump at the small building next to the community center at 44 Prospect Street. The building is primarily used by the scouts. The scout support group has \$2,487.68 to put towards the purchase price of \$2,900.00. The building belongs to the town. Mark made a motion to expend up to \$500.00 to cover the difference in cost from what the Scouts have raised to cover the cost to install a heat pump in their building. Seconded by Steve. Vote 4-0-1 Sandra Abstained from voting.
- c. Review of Policy Handbook; hiring process as it pertains to department heads: Doug made a motion to review the policy of Department Head hiring, Seconded by Steve. Vote: 5-0-0

#### 11. Correspondence:

- a. Ambulance Billing reconciliation report
- b. Maine PERS: Payroll audit
- c. Letter from Maine PERC
- d. Address changes from CEO
- e. Maine DEP regarding the GAC Acid plant property

12. Treasurer's Warrant. Mark made a motion to accept the Treasurer's warrant pending signatures by the Select Board. Seconded by Sandra Vote: 5-0-0

13. Town Manager Report: Wes made a motion to accept the Town Manager's Report and Department Head Reports as presented. Seconded by Mark Wes inquired about the cost of repairing the Fire Department Tanker. Vote: 5-0-0

14. Select Board Report:

Mark reports it's good to see Gordon Contracting putting the finishing touches on the Route One project. Sandra reports how nice the downtown storefronts look

Steve has no report

Wes reported the Mass Communications Committee recently met and carried on the work to renew the Town website.

Doug has no report

15. Public Comment and the Viewing Public Comment: A.J. Koch mentioned another option for the Enhancement Committee's desire to recycle bottles at the Empty Bottle redemption on Mt Ephraim Road.

16. 16. Executive Session M.R.S.A. 1 § 405 (6) (F) Confidential – (General Assistance Matters and Poverty abatement requests) Mark made a motion at 6:55 pm to leave regular session and enter into executive session under M.R.S.A 1 § 405 (6) (F) Confidential – ( General Assistance Matters and Poverty Abatement requests). Seconded by Sandra. Vote: 5-0-0. Mark made a motion at 7:02 to exit executive session and return to regular session, Seconded by Sandra. Vote: 5-0-0

17. Decisions from Executive Session: Mark made a motion in the case of WP25-17 to appropriate up to \$300.00 from the Jenny Lawrence Fund. Seconded by Doug. Vote: 5-0-0

18. Adjournment: Steve made a motion to adjourn at 7:03 pm, seconded by Doug Vote: 5-0-0

Respectfully Submitted



Janine F. Laveway  
Board Recorder

Approved: May 20, 2025