

Town of Searsport, Maine

Select Board Meeting

November 18, 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, Sandra Otis-Anderson, Steve Tanguay and Wes Norton are all present. Mark Bradstreet is excused.
4. Announcements: None
5. Acceptance of Minutes: Motion: Sandra made a motion to accept the minutes for the November 4, 2025 select board meeting as written. Seconded by Steve. Vote : 4-0-0
6. Acceptance of the agenda: Steve made a motion to accept the agenda as written, Seconded by Sandra Vote: 4-0-0
7. Public Comment: A.J. Koch updated the board on Fire Department business including the upcoming live burn training on November 23rd on East Main Street. It will begin at 7:00am. There are 7 fire departments participating along with State Fire Instructors who will be helping out. Training was held recently on the new battery operated Jaws of Life unit. A.J. is on the lookout for a grant for the purchase of a second unit. Barney Hose Company will be doing the Santa Ride on Saturday December 6th from 9:00 to 11:00. Santa will be at the public safety building following the ride.
8. New Business:
 - a. Resignation of School Resource Officer: Steve made a motion to accept the resignation of the RSU 2 School Resource Officer Colby Leavitt and thank him for his service, seconded by Doug Vote: 4-0-0. Steve made a motion to give the town manager permission to advertise the newly opened school resource officer position with the Searsport Police Department. Seconded by Doug Vote: 4-0-0
 - b. Engagement Letter for 2025 Audit: James is looking for authorization to sign on behalf of the town to get the 2025 audit started. Steve asked to firmup deadline points on the contract. Wes asked for the deadlines already mentioned in the contract to be more specific regarding the town's deliverables to the auditor and the auditor's deliverables to the town. Steve made a motion to table the engagement letter for the 2025 audit being considered with William Brewer seconded by Doug Vote: 4-0-0
 - c. 2026 Cost of Living Adjustment: Doug made a motion for a 2.8% COL increase which is the federal social security increase. Seconded by Sandra Vote: 4-0-0
 - d. Holiday Decorations: The enhancement committee would like to have wreaths on the new light poles. There are 12 more copper weather vanes to be installed. James is recommending doing the decorations at the same time. There is a conflict with some of the old lighted decorations and the new poles and weathervanes. He would like to place the old decorations further outside of downtown. There are still 4 decorations in North Searsport that will remain unchanged. Hanging the lighted decorations involves getting a lift truck. Wes made a motion to authorize the town manager to expend up to \$1,000.00 for purchasing wreathes, hanging equipment and repairs necessary to the holiday lights and the installation of both lights and wreathes as he and town staff deem fit for the new arrangement – to come from the select board miscellaneous account. Seconded by Steve Sandra asked if the old lighted decorations could be hung around down in other spots not just main street downtown. She suggested the Library and Hamilton Warph. James explained it would require the poles to be electrified and doubts CMP could accommodate that request at this time. Vote: 4-0-0

10. Correspondence:

a. The breakdown of the final budget for what the town will be paying for education July 2025 through June 2026.

b. 3 new addresses issued by CEO Scott Giroux

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

12. Department Head Reports: Library Police and Ambulance are available. Steve made a motion to accept the department head reports available seconded by Sandra Vote 4-0-0

14. Select Board Report:

Sandra let everyone know that the Senior drop in tomorrow at the Community Center is a Turkey Dinner. Doors open at 9:00 am

Steve wished everyone a Happy Thanksgiving.

Wes thanked James and the Public Works department for addressing the new gate at the Transfer Station.

Doug thanked Linda Payson and Phyllis Gaul for coordinating the food for Wayne Hamilton's retirement celebration

15. Public Comment and the Viewing Public Comment;

Janine Laveway asked for an explanation on how the cost of education will be paid and what happens because the property taxes were committed at a higher dollar figure than what was approved for a school budget in November. James explained the extra money collected does not go to the school. It becomes surplus for the town. It does not get designated for education. James estimated the figure to be \$75,000.00 that will trickle into the surplus. He is working out a credit back from RSU 20 for the overage paid from July to October when the school budget was passed. Janine also inquired where the town currently stands regarding the surplus in light of the fact that the 2023 audit has just been completed, the 2024 audit has just begun and we are nearly at the end of 2025. James responded that Willaim Brewer, the auditor will work out what the anticipated surplus will be at the time of Town Meeting. Wes clarified that the select board does not authorize the use of surplus funds to offset tax revenue. The line item on the warrant at the annual town meeting is a recommendation from the select board and the budget advisory committee. The final approval/authorization is by the voters. James explained the deviation of this that has been done in the past when the town does not have the final number on the surplus, is to ask the voters to authorize the select board to choose that number up to a specific dollar amount.

16. Executive Session M.R.S.A. 1 § 405 (6) (F) Confidential – (General Assistance Matters and Poverty abatement requests) Wes made a motion at 6:28 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) and M.R./S.A. 1 § 405 (6) (D) Confidential (Negotiations for Town Manger's Contract)

Seconded by Sandra Vote: 4-0-0.

Steve made a motion at 6:44 pm to exit executive session and return to regular session, seconded by Sandra. Vote: 4-0-0

17. Decisions from Executive Session;

Wes made the motion to approve from the Jenny Lawrence Fund the following:

WP-25-31 \$900.00 for rent assistance

WP 25-32 \$500.00 for utilities assistance

Motion was seconded by Steve Vote: 4-0-0

Wes made a motion to authorize the chairman of the select board to enter into a four year contract with the town manager as reviewed effective January 1, 2026 dated through December 30, 2030. Motion was seconded by Steve. Vote: 3-0-1 Doug Norman abstained from voting.

18Adjournment: Steve made a motion to adjourn at 6:45 pm. Second by Sandra Vote: 4-0-0

Respectfully Submitted



Janine F. Laveway
Recording Secretary

APPROVED: 12/16/2025