

TOWN OF GOULDSBORO

www.gouldsborotown.com

PO BOX 68, Prospect Harbor, Maine 04669

Phone: (207) 963-5589 Fax: (207) 963-2986

Town Manager, Deputy Treasurer, Tax Collector

Josh McIntyre

town.manager@gouldsborotown.com

Board of Selectmen

Robert Harmon, *Chair*

Danny Mitchell, Jr., *Vice Chair*

Peter McKenzie

Jacqueline Weaver

Johnathan Renwick

GOULDSBORO BOARD OF SELECTMEN

JUNE 18, 2026 – 5PM

GOULDSBORO TOWN OFFICE

Join Zoom Meeting

<https://us02web.zoom.us/j/8018727702?pwd=WjlmUFhyWVNKZmphOUdoTTdwbDRLUT09>

Meeting ID: 801 872 7702

Passcode: 4uFgxX

PLEDGE OF ALLEGIANCE

SPECIAL TOWN MEETING Transfer of Funds for FY26

ADOPTION OF AGENDA Adjustments to / approval of agenda

MINUTES Approval of Minutes of June 4, 2026
Approval of Minutes of June 15, 2026

PR WARRANT #57 \$48,065.09
AP WARRANT #59 \$95,232.99

REPORTS: Selectmen
Treasurer
Police Department
Fire Department
EMS
Code Enforcement Officer
RSU #24
Town Manager
Boards & Committees

OLD BUSINESS

- None

NEW BUSINESS

- Election of Chair and Vice Chair of Select Board*
- Consideration of temporary amendment to the Schoodic EMS Pager Pay, Activation Pay, and Overtime Policy*
- Committees and Individual Appointments for the period beginning July 1, 2027*
- Request of Town Manager to close the Town Office at 3pm on Tuesday, June 30, 2026*
- Request of Town Manager to close the Town Office to the public on Thursday, August 6, 2026 for training and staff appreciation*
- Consideration and possible vote on new contract for Town Manager*

- Discussion of draft Facility Use Policy
- Request by Dana Shaw to waive fee for use of Recreation Center*
- Vote to dispense with Select Board meeting on July 16, 2026 and to permit a majority of Select Board members to sign the Accounts Payable and Payroll warrants for that period*
- Discussion about closing Town Office to the public on Election Days
- Approve contract for \$1,500 with Hancock County Planning Commission to facilitate Schoodic Area League of Towns work*
- Review of FY27 budget process; recommendations for next year

PUBLIC COMMENT

ADJOURN

***Indicates likely action/vote on proposal**

**TOWN OF GOULDSBORO
2026 SPECIAL TOWN MEETING WARRANT**

Hancock County

State of Maine

To: Brianna L. Mitchell, Resident, Town of Gouldsboro

Greetings:


In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Gouldsboro in said County of Hancock, qualified by law to vote in Town affairs, to meet at the Gouldsboro Town Office, 59 Main Street, Prospect Harbor on Thursday the 18th day of June, A.D. 2026 at 5:00pm in the evening, then and there to act on Articles numbered 1 and 2.

ARTICLE 1. To choose a Moderator to preside at said meeting.

ARTICLE 2. Shall the town authorize the transfer of \$14,500 from the Public Safety Department to the General Administration Department of the municipal budget for the period of July 1, 2025 to June 30, 2026?

The Registrar of Voters, or Deputy, hereby gives notice that she will be in session at the Gouldsboro Town Office, Main Street, Prospect Harbor at 5:00pm for the purpose of revising and correcting the list of registered voters. New applications will be accepted at that time.

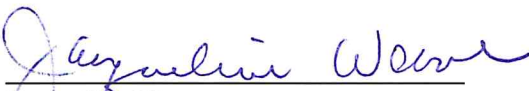
Dated: June 4, 2026



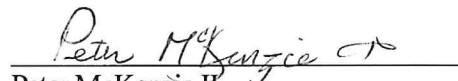
Robert Harmon

Absent.

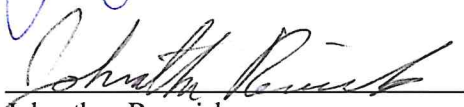
Danny Mitchell Jr.



Jacqueline Weaver



Peter McKenzie II



Johnathan Renwick

A true copy of the warrant,

Attest: 

Brianna L. Mitchell, Town Clerk
Town of Gouldsboro

MINUTES OF JUNE 04, 2026
GOULDSBORO SELECT BOARD MEETING

Zoom Meeting

<https://us02web.zoom.us/j/8018727702?pwd=WjJmUFhyWVNKZmphOUdoTTdwbDRLUT09>

Meeting ID: 801 872 7702

Password: 4uFgxX

Present: Robert Harmon, Peter McKenzie II, Jacqueline Weaver, Johnathan Renwick

Absent: Danny Mitchell, Jr.

Staff: Town Manager Joshua McIntyre

Town Clerk Brianna L. Mitchell

Police Chief James Malloy

EMS Director Andi Both

Superintendent of Town Infrastructure Mike Connors

Audience: 9 (Nine)

Zoom: 4 (Four)

Meeting held at the Gouldsboro Town Office.

Mr. Harmon called the meeting to order at 5PM.



Pledge of Allegiance

ADOPTION OF AGENDA Adjustments to / Approval of agenda

Ms. Weaver made a motion to include a new item to the agenda under new business as the first item, to add discussion and possible signing of a warrant for a Special Town Meeting for June 18, 2026; 2nd by Mr. Renwick. Passed 4/0.

APPROVAL OF MINUTES OF MAY 21, 2026

Ms. Weaver made a motion to approve the minutes of May 21, 2026; 2nd by Mr. Renwick. Passed 4/0.

PAYROLL WARRANT #55

Ms. Weaver made a motion to approve Payroll Warrant #55 in the amount of \$47,768.42; 2nd by Mr. Renwick. Passed 4/0.

A/P WARRANT #56

Mr. McKenzie made a motion to approve A/P Warrant #56 in the amount of \$621,591.08; 2nd by Ms. Weaver. Passed 4/0.

SELECT BOARD REPORTS

Ms. Weaver – *Nothing at this time.*

Mr. Renwick – Mr. Renwick would like to thank the Select Board, all the Town Committees & Boards, and the residents of Gouldsboro for the time elected on the Select Board. He also thanks Town Manager Joshua McIntyre for all the advice during his term.

Mr. Mitchell – Absent from meeting.

Mr. Harmon – Mr. Harmon recommends having the Solid Waste Committee meet to discuss about trash tags. Each bag should have a trash tag, even if in a trash barrel/can. Town Manager Joshua McIntyre will task the Solid Waste Committee to have this discussion.

Mr. McKenzie – Mr. McKenzie reported the care that was provided from Schoodic EMS to a community member recently was great work and appreciative of our crew!

TREASURER – See attached

POLICE DEPARTMENT

Chief Malloy reported he has hosted two K9 training days, 4-5 teams came down. They trained at the Stinson Factory as well as over to DC Towing. Was very productive and went well. Chief would like to hold one training day a month in Gouldsboro.

Chief Malloy reported he has received two complaints. Francis Pound Road and Cranberry Point Road has no stop signs. Second complaint was about parking at the Schoodic Arts for All building across the road from the Town Office. Mr. Harmon believed MaineDOT made the road wide enough to allow for a few parking spaces for that building as they have nowhere to park.

Chief Malloy announced Hancock County Commissioners received a grant to purchase body cameras and vehicle cameras. Gouldsboro Police Department and Winter Harbor Police Department had a meeting with AXON to purchase cameras with grant funds.

Chief Malloy stated we currently have a contract with Hancock County for Animal Control Officer. We recently received the news that the current ACO has resigned so they do not have anybody to fill the position. Chief Malloy would like to take the ACO training to become the Gouldsboro ACO. The Police Department currently handles animal control calls. The old Hardy's Friends shed sits at the Police Department and Chief Malloy will have it set up soon to accept animals that may be lost from their owners.

Chief Malloy received a compliment from a resident who was very happy to see the Gouldsboro Police Department presence around town!

FIRE DEPARTMENT– Absent

EMS DEPARTMENT–

There were 16 calls during the dates of 05/14 – 05/27/26 since the last meeting. Five calls took place in Winter Harbor, 0 transfers, and 12 calls were billable. **Updates:**

- Andi submitted an application to the Schoodic Community Fund to obtain funding for a device she would like to purchase for the ambulance.
- Andi's one year anniversary is today!
- MaineDEA is starting to enforce the Patient's Emergency Medication Act. She will need to register Schoodic EMS as its own location and where they store medication.
- Andi has conducted two interviews this week.

- EMS Billing with Northern Light is going great.
- SafetyWorks is in the final stages to become compliant.
- Andi has done several Local Health Officer trainings and is learning a lot.

CODE ENFORCEMENT OFFICER– See attached

- **Crowley Island Causeway**- TR Construction finished all FEMA repair and mitigation work. Paving was complete on Friday 5/29/26.
- **Roaring Brook Rd**- Road has been graded, ditched on the hill, ~300 yds of material added and rolled.
- **Shoreland Violations**- Two violations; 651 South Gouldsboro Road & West Bay Road. Mike has scheduled with DEP for site visits on 6/3/26.
- **Sandpiper Shores Fire Pond**- Notices of Violations have been sent to landowners and recently recorded at Hancock County Registry of Deeds.
- **Jones Pond**- Dock and ramp has been installed, park cleanup ongoing, and clearing roadsides of debris/downed trees.
- **E911**- One new address.

RSU 24 REPRESENTATIVE – Absent

TOWN MANAGER

- Posters are underway for Town Meeting.

BOARDS & COMMITTEE REPORTS

Acadia National Park Commission – Jackie Johnston reported the Town should have received a letter regarding her term expiring near the end of this year. Next scheduled meeting is in September. Nominations are due back by June 15th.

Emergency Management – Jackie Johnston is underway with finishing the final project.

Planning Board – Deirdre McArdle gave a thank you to Town Manager Joshua McIntyre and the Select Board for all they do for the Planning Board.

Old Business

Nothing at this time.

New Business

Discussion and Signing of Special Town Meeting Warrant for June 18, 2026

Town Manager Joshua McIntyre reported Administration budget is running a little ahead of where we should be about 3% over, due to salaries. There have been a few unexpected events happen.

Mr. McKenzie made a motion to accept the Special Town Meeting Warrant as proposed; 2nd by Ms. Weaver. Passed 4/0.

Discussion over possible expenditure of \$1,700 to fix the water expansion tank at the Prospect Harbor Woman's Club

The water expansion tank at the Prospect Harbor Woman's Club needs to be replaced. This prohibits use of the bathroom.

Ms. Weaver made a motion to approve to expend up to \$1,700 to fix the water expansion tank at the Prospect Harbor Woman's Club; 2nd by Mr. Renwick. Passed 4/0.

PUBLIC COMMENT

Betty Weidner, Resident of Gouldsboro, asked the Select Board if there are going to be any signs for "no parking between signs" on the Corea Causeway. She mentioned summer people park in the driving lane and leave the cars unattended for hours. The Select Board think it would be a good idea to put "No parking this side" on both sides of the road. Police Chief Malloy and Road Commissioner Mike Connors will look into where to place parking signs and determine if there is a spot to park somewhere in the area.

Ms. Weaver made a motion to authorize Police Chief Malloy and Road Commissioner Mike Connors to determine where to place no parking signs; 2nd by Mr. McKenzie. Passed 4/0.

ADJOURN: Mr. Renwick moved to adjourn the meeting at 5:51PM; 2nd by Ms. Weaver. Passed 4/0.

Respectfully submitted,
Brianna L. Mitchell, Town Clerk

Please note: These minutes are not verbatim. A tape recording of the meeting is available at the Town Office during regular business hours.

Enclosures: Agenda, Minutes of 05.21.26, Payroll Warrant #55, A/P Warrant #56, Treasurer's Report, GBPD May 2026 Report, CEO Report, Special Town Meeting Warrant 06.18.26, Ray Plumbing Estimate for PHWC, RSU#24 Budget Meeting Amounts Adopted.

SELECT BOARD
Minutes of June 04, 2026 and Approval on June 18, 2026

Robert Harmon, *Chair*

Danny Mitchell, Jr., *Vice Chair*

Peter McKenzie II

Jacqueline Weaver

Johnathan Renwick

MINUTES OF JUNE 15, 2026
GOULDSBORO SELECT BOARD MEETING
EXECUTIVE SESSION

Present: Robert Harmon, Danny Mitchell Jr., Jacqueline Weaver, Johnathan Renwick
Absent: Peter McKenzie II
Staff: Town Manager Joshua McIntyre

Meeting held at the Gouldsboro Town Office.

Mr. Harmon called the meeting to order at 3:57PM.

EXECUTIVE SESSION *in accordance with MRSA Title 1, Chapter 13, Section 405, Paragraph 6A to discuss and consider the employment duties, compensation, and contract terms of a town employee.*

Mr. Mitchell made a motion to enter executive session at 3:57PM; 2nd by Ms. Weaver. Passed 4/0.

Mr. Renwick left the meeting at 4:33PM.

Mr. Mitchell made a motion to exit executive session at 4:53PM; 2nd by Ms. Weaver. Passed 4/0.

No action was taken as a result of Executive Session.

ADJOURN: Mr. Mitchell moved to adjourn the meeting at 4:53PM; 2nd by Ms. Weaver. Passed 4/0.

Respectfully submitted,
Brianna L. Mitchell, Town Clerk

Enclosures: Agenda.

SELECT BOARD
Minutes of June 15, 2026 and Approval on June 18, 2026

Robert Harmon, *Chair*

Danny Mitchell, Jr., *Vice Chair*

Peter McKenzie II

Jacqueline Weaver

Johnathan Renwick

A / P Check Register
Bank: BAR HARBOR BANKING & TRUST

Type	Check	Amount	Date	Wrnt	Payee
P	16564	8,194.62	06/19/26	59	0309 STATE OF MAINE
P	16565	2,548.30	06/19/26	59	0309 STATE OF MAINE
R	16573	126.00	06/19/26	59	0212 ACADIA NATIONAL PARK SERVICE
R	16574	29,994.25	06/19/26	59	0331 AFTER HOURS
R	16575	762.59	06/19/26	59	0014 ANDERSON MARINE & HARDWARE
R	16576	207.71	06/19/26	59	1467 BRIANNA MITCHELL
R	16577	6,768.44	06/19/26	59	1686 CARDMEMBER SERVICE
R	16578	2,486.14	06/19/26	59	0332 CMA ENGINEERS, INC
R	16579	339.93	06/19/26	59	0084 COLWELL DIESEL SERVICE & GARAGE
R	16580	259.36	06/19/26	59	1004 CONSOLIDATED COMMUNICATIONS
R	16581	5,100.60	06/19/26	59	1218 DM&J WASTE
R	16582	1,802.23	06/19/26	59	0341 EAGLE POINT ENERGY CENTER, LLC
R	16583	368.91	06/19/26	59	0134 ELLSWORTH AMERICAN
R	16584	50.00	06/19/26	59	0100 HANCOCK COUNTY REGISTRY OF DEEDS
R	16585	14.00	06/19/26	59	0195 HARMON'S
R	16586	20.00	06/19/26	59	0225 JAMES R. MALLOY
R	16587	950.00	06/19/26	59	0823 JOHN LORENZ PH.D.
R	16588	118.20	06/19/26	59	0139 JOSHUA MCINTYRE
R	16589	4,827.75	06/19/26	59	0293 MAINE MUNICIPAL ASSOCIATION
R	16590	15,747.70	06/19/26	59	0294 MAINE MUNICIPAL EMPL HEALTH TRUST
R	16591	1,720.84	06/19/26	59	1531 PITNEY BOWES GLOBAL FINANCIAL SERVI
R	16592	150.00	06/19/26	59	0164 RABBIT RUN SMALL BUSINESS SERVICES
R	16593	199.29	06/19/26	59	0158 RH FOSTER, INC.
R	16594	8,700.00	06/19/26	59	0370 RJD APPRAISAL
R	16595	3,282.17	06/19/26	59	0222 THE SNOWMAN GROUP
R	16596	10.00	06/19/26	59	0329 TREASURER, STATE OF MAINE
R	16597	39.00	06/19/26	59	0205 TREASURER, STATE OF MAINE// ANIMAL WELFARE PROGRAM
R	16598	409.96	06/19/26	59	1281 US BANK EQUIPMENT FINANCE
R	16599	35.00	06/19/26	59	0966 WOW PAGES, INC
Total		95,232.99			

Count	
Checks	29
Voids	0

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00212 ACADIA NATIONAL PARK SERVICE						
0519	16573	06	1/29/2026 PARK PASSES	INV#2026001		
PARK PASSES 1/2026-CURREN			G 1-240-13		126.00	0.00
			GENERAL FUND / NPS PASS			
			Vendor Total-		126.00	
00331 AFTER HOURS						
0519	16574	06	SECURITY CAMERA INSTALL	6/2026		
TOWN PIER SEC. CAM INSTAL			E 87-01-90-01		4,513.60	0.00
			HARBOR RES / HARBOR RES - RESERVES / EXPENSE			
TOWN BUILDING SEC. CAM.			E 97-01-90-01		25,480.65	0.00
			BUILD GROUND / BUILD GROUND - RESERVES / EXPENSE			
			Vendor Total-		29,994.25	
00014 ANDERSON MARINE & HARDWARE						
0519	16575	06	MAY 2026	5/2026		
HARBOR SUPPLIES			E 87-01-90-01		762.59	0.00
			HARBOR RES / HARBOR RES - RESERVES / EXPENSE			
			Vendor Total-		762.59	
01467 BRIANNA MITCHELL						
0519	16576	06	MILEAGE REIMB. 6/2/2026	B.MITCHELL		
MILEAGE REIMB. AUGUSTA			E 10-01-40-03		175.45	0.00
			ADMIN / ADMIN - STAFF / TRAVEL			
			Invoice Total-		175.45	
0519	16576	06	MILEAGE REIMB. RSU RESULT	6/10/2026		
MILEAGE REIMB. 6/10/26			E 10-01-40-03		20.30	0.00
			ADMIN / ADMIN - STAFF / TRAVEL			
			Invoice Total-		20.30	
0519	16576	06	SP TWN MTG POSTING 6/8/26	MILEAGE REIMB.		
SP TWN MTG MILE POST REIM			E 10-01-40-03		11.96	0.00
			ADMIN / ADMIN - STAFF / TRAVEL			
			Invoice Total-		11.96	
			Vendor Total-		207.71	
01686 CARDMEMBER SERVICE						
0519	16577	06	4/21-5/21/26			
PD mon,stand,kybrd,			E 40-02-30-07		1,519.30	0.00
			PUBLICSAFETY / FIRE DEPT. - SUPPLIES / HARDWARE			
Granite			E 30-01-15-02		350.45	0.00
			TOWNPROPERTY / TOWN OFFICE - UTILITIES / COMMUNICATE			
Starlink FS#3			E 30-06-15-02		55.00	0.00
			TOWNPROPERTY / FIRESTATION3 - UTILITIES / COMMUNICATE			
Starlink Rec Ctr			E 20-04-15-02		55.00	0.00
			SERVICES / CEP - UTILITIES / COMMUNICATE			
Prime membership			E 10-01-30-08		14.99	0.00
			ADMIN / ADMIN - SUPPLIES / GENERAL			
PW gas			E 50-01-30-03		20.50	0.00
			PUBLIC WORKS / MAINTENANCE - SUPPLIES / VEHICLE FUEL			
PW AT&T			E 50-01-15-02		90.66	0.00
			PUBLIC WORKS / MAINTENANCE - UTILITIES / COMMUNICATE			
PW supplies			E 30-03-30-08		25.41	0.00
			TOWNPROPERTY / JONES POND - SUPPLIES / GENERAL			
PW leaf blower			E 30-03-35-01		698.99	0.00
			TOWNPROPERTY / JONES POND - REPAIRS / BUILDINGS			

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
TO heat			E 30-01-15-03		678.73	0.00
			TOWNPROPERTY / TOWN OFFICE - UTILITIES / HEAT			
PW Tick Sheild			E 50-01-30-08		49.00	0.00
			PUBLIC WORKS / MAINTENANCE - SUPPLIES / GENERAL			
TO supplies			E 10-01-30-08		497.84	0.00
			ADMIN / ADMIN - SUPPLIES / GENERAL			
TO supplies			E 10-01-30-08		80.81	0.00
			ADMIN / ADMIN - SUPPLIES / GENERAL			
PW supplies			E 50-01-30-08		7.99	0.00
			PUBLIC WORKS / MAINTENANCE - SUPPLIES / GENERAL			
PD keyboard			E 40-01-30-07		22.66	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / HARDWARE			
Invoice Total-					4,167.33	
0519	16577	06	4/21-5/21/26	#2		
FD supplies			E 30-05-30-08		69.68	0.00
			TOWNPROPERTY / FIRESTATION2 - SUPPLIES / GENERAL			
PD supplies			E 40-01-30-08		44.99	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / GENERAL			
TO supplies			E 10-01-30-08		20.74	0.00
			ADMIN / ADMIN - SUPPLIES / GENERAL			
TO supplies			E 10-01-30-08		28.56	0.00
			ADMIN / ADMIN - SUPPLIES / GENERAL			
BLDGS cleaning supplies			E 30-01-30-08		27.19	0.00
			TOWNPROPERTY / TOWN OFFICE - SUPPLIES / GENERAL			
FD phone case			E 40-02-30-08		31.95	0.00
			PUBLICSAFETY / FIRE DEPT. - SUPPLIES / GENERAL			
flagpole holders			E 30-01-30-08		59.94	0.00
			TOWNPROPERTY / TOWN OFFICE - SUPPLIES / GENERAL			
PW Address stamp			E 50-01-30-08		23.99	0.00
			PUBLIC WORKS / MAINTENANCE - SUPPLIES / GENERAL			
PWW Adv grp, BoundTree			E 40-03-30-14		552.14	0.00
			PUBLICSAFETY / AMBULANCE - SUPPLIES / EMS			
HID capsules			E 40-02-30-04		331.19	0.00
			PUBLICSAFETY / FIRE DEPT. - SUPPLIES / VEH MAINT			
EMS/FD supplies			E 40-03-30-08		98.78	0.00
			PUBLICSAFETY / AMBULANCE - SUPPLIES / GENERAL			
EMS/FD cellphone			E 40-03-15-02		121.29	0.00
			PUBLICSAFETY / AMBULANCE - UTILITIES / COMMUNICATE			
PD auto alignment			E 40-01-30-04		112.27	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / VEH MAINT			
PD Tactipup			E 40-01-30-25		48.90	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / K9 SUPPLIES			
PD pet insurance			E 40-01-20-36		171.22	0.00
			PUBLICSAFETY / POLICE - SERVICES / VET-MEDICAL			
Invoice Total-					1,742.83	
0519	16577	06	4/21-5/21/26	#3		
PD room - Samoset			E 40-01-30-08		227.81	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / GENERAL			
ADT Security			E 30-05-15-02		133.45	0.00
			TOWNPROPERTY / FIRESTATION2 - UTILITIES / COMMUNICATE			
PD USB cord			E 40-01-30-04		210.35	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / VEH MAINT			
PD vet appt			E 40-01-20-36		210.42	0.00
			PUBLICSAFETY / POLICE - SERVICES / VET-MEDICAL			
FS#2 Nextiva			E 30-05-15-02		106.25	0.00
			TOWNPROPERTY / FIRESTATION2 - UTILITIES / COMMUNICATE			
Invoice Total-					888.28	

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0519	16577	06	PARTIAL REFUND	PWW/AG		
Credit Memo			G 1-001-00		-30.00	0.00
			GENERAL FUND / GEN FUND CM			
			Invoice Total-		-30.00	
			Vendor Total-		6,768.44	
00332 CMA ENGINEERS, INC						
0519	16578	06	6/10/2026	INV#01395.00-1		
PROJECT ENGINEER			E 91-01-90-01		2,486.14	0.00
			COASTAL PLAN / COASTAL RESP - RESERVES / EXPENSE			
			Vendor Total-		2,486.14	
00084 COLWELL DIESEL SERVICE & GARAGE						
0519	16579	06	STATION#1 GENERATOR MAINT	R100014677:01		
STATION 1 GEN. MAINT.			E 30-04-35-01		174.75	0.00
			TOWNPROPERTY / FIRESTATION1 - REPAIRS / BUILDINGS			
			Invoice Total-		174.75	
0519	16579	06	REC CTR. GENERATOR MAINT.	R100014678:01		
REC CTR, GENERATOR MAINT.			E 30-02-35-01		165.18	0.00
			TOWNPROPERTY / COMMUNITYCTR - REPAIRS / BUILDINGS			
			Invoice Total-		165.18	
			Vendor Total-		339.93	
01004 CONSOLIDATED COMMUNICATIONS						
0519	16580	06	118715684464 PD	6/3/2026		
PD Internet			E 30-05-15-02		259.36	0.00
			TOWNPROPERTY / FIRESTATION2 - UTILITIES / COMMUNICATE			
			Vendor Total-		259.36	
01218 DM&J WASTE						
0519	16581	06	6/1/2026	INV#163076		
9.31T @ \$125.00			E 50-07-20-25		1,240.60	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
ROLLOFF transport fee			E 50-07-20-25		436.00	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
9.23T X \$125.00			E 50-07-20-25		1,153.75	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
ROLLOFF transport fee			E 50-07-20-25		436.00	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
3 CONTAINER RENTALS.			E 50-07-20-25		462.00	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
			Invoice Total-		3,728.35	
0519	16581	06	6/8/2026	INV#163241		
7.49T @ \$125.00			E 50-07-20-25		936.25	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
ROLLOFF transport fee			E 50-07-20-25		436.00	0.00
			PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL			
			Invoice Total-		1,372.25	
			Vendor Total-		5,100.60	
00341 EAGLE POINT ENERGY CENTER, LLC						
0519	16582	06	6/7/2026	INV#6127BYPASS		
5.18T X \$90.93			E 50-05-20-15		471.02	0.00
			PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP			

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
4.32T X \$90.93			E 50-05-20-15		392.82	0.00
			PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP			
			Invoice Total-		863.84	
0519	16582	06	5/31/2026	INV#6092BYPASS		
6.24T X \$90.93			E 50-05-20-15		567.40	0.00
			PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP			
4.08T X \$90.93			E 50-05-20-15		370.99	0.00
			PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP			
			Invoice Total-		938.39	
			Vendor Total-		1,802.23	
00134 ELLSWORTH AMERICAN						
0519	16583	06	Acct#: 1582	INV#617777		
ACADIA OCEAN PB HEARING			E 10-01-20-02		97.65	0.00
			ADMIN / ADMIN - SERVICES / ADVERTISING			
R&R GLASS STUDIO PB HEARI			R 02-13		162.76	0.00
			LICENSES - APP. FEES			
ANNUAL TWN MTG POSTING			E 10-01-20-02		108.50	0.00
			ADMIN / ADMIN - SERVICES / ADVERTISING			
			Vendor Total-		368.91	
00100 HANCOCK COUNTY REGISTRY OF DEEDS						
0519	16584	06	2 LIEN DISCHARGES 6/11/26	2 DISCHARGES		
recording/discharge			R 04-01		50.00	0.00
			SERVICE CHG - LIEN FEES			
			Vendor Total-		50.00	
00195 HARMON'S						
0519	16585	06	MAY 2026 PD CARWASH	INV#215537		
1 CARWASH MAY 2026 PD			E 40-01-30-04		14.00	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / VEH MAINT			
			Vendor Total-		14.00	
00225 JAMES R. MALLOY						
0519	16586	06	1080 INSP. REIMB.	6/3/2026		
1080 INSPECTION REIMB.			E 40-01-30-04		20.00	0.00
			PUBLICSAFETY / POLICE - SUPPLIES / VEH MAINT			
			Vendor Total-		20.00	
00823 JOHN LORENZ PH.D.						
0519	16587	06	5/31/2026 D.LEIGHTON	PRE EMP EVAL		
D.LEIGHTON PRE EMP. EVAL			E 40-01-40-04		950.00	0.00
			PUBLICSAFETY / POLICE - STAFF / TRAINING			
			Vendor Total-		950.00	
00139 JOSHUA MCINTYRE						
0519	16588	06	MILEAGE REIMB TRAINING	5/28 &29/2026		
MILEAGE REIMB. PORTLAND			E 10-01-40-03		118.20	0.00
			ADMIN / ADMIN - STAFF / TRAVEL			
			Vendor Total-		118.20	
00293 MAINE MUNICIPAL ASSOCIATION						
0519	16589	06	7/1/2026 P09150WC2026	INV# 102290		
WORKERS COMP.			E 53-01-25-03		4,827.75	0.00
			INSURANCE / INSURANCE - INSURANCE / WORKERS COMP			
			Vendor Total-		4,827.75	

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00294 MAINE MUNICIPAL EMPL HEALTH TRUST						
0519	16590	06	JULY 2026 PAYMENT	7/2026		
HEALTH - EMPLOYER			E 53-01-25-07		14,059.10	0.00
			INSURANCE / INSURANCE - INSURANCE / HEALTH			
HEALTH - EMPLOYEE			G 1-220-07		1,106.32	0.00
			GENERAL FUND / HEALTH W/H			
DENTAL- EMPLOYEE			G 1-220-06		418.95	0.00
			GENERAL FUND / DENTAL W/H			
SUPP LIFE- EMPLOYEE			G 1-220-14		17.10	0.00
			GENERAL FUND / SUPPL LIFE			
IPP - EMPLOYEE			G 1-220-10		146.23	0.00
			GENERAL FUND / INCOME PROT			
Vendor Total-					15,747.70	
01531 PITNEY BOWES GLOBAL FINANCIAL SERVI						
0519	16591	06	6/7/2026	INV#3322682402		
POSTAGE MACHINE			E 10-01-30-02		221.52	0.00
			ADMIN / ADMIN - SUPPLIES / POSTAGE			
Invoice Total-					221.52	
0519	16591	06	ACCT#8000909011771313	52481777		
POSTAGE PURCH. POWER			E 10-01-30-02		1,499.32	0.00
			ADMIN / ADMIN - SUPPLIES / POSTAGE			
Invoice Total-					1,499.32	
Vendor Total-					1,720.84	
00164 RABBIT RUN SMALL BUSINESS SERVICES						
0519	16592	06	TOWN MTG MOD. 6/10/26	INV#2057		
MODERATOR 6/10/2026			E 10-01-20-07		150.00	0.00
			ADMIN / ADMIN - SERVICES / ELECTION			
Vendor Total-					150.00	
00158 RH FOSTER, INC.						
0519	16593	06	ACCT#650102	INV#CP-002032		
PW Fuel - A#71521203			E 50-01-30-03		199.29	0.00
			PUBLIC WORKS / MAINTENANCE - SUPPLIES / VEHICLE FUEL			
Vendor Total-					199.29	
00370 RJD APPRAISAL						
0519	16594	06	INV#1062	4/27/2026		
ASSESSING SPRING WORK 26			E 20-01-20-27		8,700.00	0.00
			SERVICES / ASSESSORS - SERVICES / CONTRACTOR			
Vendor Total-					8,700.00	
00309 STATE OF MAINE						
0519	16564	06	6/1/2026-6/5/2026	6/8/2026		
REGISTRATION FEES			G 1-240-02		2,812.25	0.00
			GENERAL FUND / MV REG FEE			
SALES TAX			G 1-240-03		5,250.37	0.00
			GENERAL FUND / MV SALES TAX			
TITLE FEES			G 1-240-04		132.00	0.00
			GENERAL FUND / MV TITLE			
Invoice Total-					8,194.62	
0519	16565	06	6/8/2026-6/12/2026	6/16/2026		
REGISTRATION FEES			G 1-240-02		1,373.50	0.00
			GENERAL FUND / MV REG FEE			

Warrant 59

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
SALES TAX			G 1-240-03		976.80	0.00
			GENERAL FUND / MV SALES TAX			
TITLE FEES			G 1-240-04		198.00	0.00
			GENERAL FUND / MV TITLE			
Invoice Total-					2,548.30	
Vendor Total-					10,742.92	
00222 THE SNOWMAN GROUP						
0519	16595	06	2026 TOWN REPORTS 6/4/26	INV#20518		
2026 TOWN REPORTS			E 10-01-20-03		3,282.17	0.00
			ADMIN / ADMIN - SERVICES / PRINTING			
Vendor Total-					3,282.17	
00329 TREASURER, STATE OF MAINE						
0519	16596	06	REQUIRED SIGNAGE	6/4/2026		
REQUIRED SIGNAGE			E 30-03-30-08		10.00	0.00
			TOWNPROPERTY / JONES POND - SUPPLIES / GENERAL			
Vendor Total-					10.00	
00205 TREASURER, STATE OF MAINE// ANIMAL WELFARE PROGRAM						
0519	16597	06	MAY DOGS 2026	5/2026		
DOGS			G 1-240-08		39.00	0.00
			GENERAL FUND / DOGS FEE			
Vendor Total-					39.00	
01281 US BANK EQUIPMENT FINANCE						
0519	16598	06	6/7/2026	INV#584102578		
TOWN OFC COPIER LEASE			E 10-01-30-01		409.96	0.00
			ADMIN / ADMIN - SUPPLIES / COPIER/FEES			
Vendor Total-					409.96	
00966 WOW PAGES, INC						
0519	16599	06	INV#20099 JUNE HOSTING 26	6/4/2026		
JUNE WEB HOSTING 2026			E 10-01-30-06		35.00	0.00
			ADMIN / ADMIN - SUPPLIES / SOFTWARE			
Vendor Total-					35.00	
Prepaid Total-					10,742.92	
Current Total-					84,490.07	
EFT Total-					0.00	
Warrant Total-					95,232.99	

TO THE TREASURER OF THE TOWN OF GOULDSBORO:
THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

ROBERT HARMON

JACQUELINE WEAVER

PETER MCKENZIE II

DANNY MITCHELL JR

JOHNATHAN RENWICK

Treasurer's Report

06/18/2026

Bank: 1 - BAR HARBOR BANKING & TRUST

STATEMENT DATE 05/31/2026

		<u>AMOUNT</u>	<u>COUNT</u>
BEGINNING BALANCE		3,025,494.50	
DEPOSITS ON STATEMENT	+	0.00	0
RETURNED CHECKS	-	0.00	0
INTEREST	+	0.00	0
OTHER CREDITS	+	0.00	0
CASHED CHECKS	-	0.00	0
OTHER DEBITS	-	0.00	0
STATEMENT BALANCE		3,025,494.50	
OUTSTANDING DEPOSITS	+	71,746.13	8
OUTSTANDING CHECKS	-	47,659.33	45
OUTSTANDING OTHER	+	-21,443.53	7
CHECKBOOK AT STATEMENT		3,028,137.77	
OTHER DEPOSITS	+	142,424.02	36
ISSUED CHECKS	-	805,839.14	81
ISSUED OTHER	+	-399.20	1
CURRENT CHECKBOOK		2,364,323.45	

TEMPORARY AMENDMENT TO THE SCHOODIC EMS PAGER PAY, ACTIVATION PAY, AND OVERTIME POLICY

Purpose

The Town of Gouldsboro is currently experiencing staffing shortages within Schoodic EMS that require temporary measures to maintain adequate emergency medical coverage and employee retention. The Select Board finds that a temporary adjustment to compensation practices is necessary to ensure continued operational readiness while long-term staffing solutions are pursued.

Effective Date

This amendment shall become effective retroactively to June 14, 2026.

Night Shift Pager Pay Adjustment

For purposes of this amendment, "Night Shift Pager Status" means pager assignments scheduled between 6:00 p.m. and 6:00 a.m.

Notwithstanding any provision of the Schoodic EMS Pager Pay, Activation Pay, and Overtime Policy adopted April 9, 2026, compensation for employees assigned to Night Shift Pager Status shall be increased from Five Dollars (\$5.00) per hour to Ten Dollars (\$10.00) per hour while assigned to pager status.

All other provisions governing activation pay, minimum activation pay, overtime calculations, response expectations, and other compensation practices shall remain unchanged and in full force and effect.

Temporary Suspension of Scheduled Backup Shifts

Effective June 14, 2026, regularly scheduled backup shifts are suspended unless specifically authorized by the EMS Director or Town Manager due to operational necessity.

Review of Amendment

This amendment is intended solely as a temporary staffing and retention measure to address current workforce shortages and maintain adequate emergency medical coverage.

This amendment shall remain in effect until modified or repealed by the Select Board. The Select Board shall review the amendment no later than the first regular Select Board meeting in January 2027, and may continue, modify, or repeal the amendment based upon staffing levels, operational needs, and budgetary considerations.

Adoption

Adopted by the Gouldsboro Select Board on June 18, 2026.

COMMITTEE & INDIVIDUAL APPOINTMENTS

Expiring June 2026

All new terms to expire June 2027 (one year) unless stated otherwise

Board of Appeals

I Vacant seat (Term to expire June 2029)

Budget Committee

Vacant (Term to expire June 2029)

Vacant (Term to expire June 2029)

Civil Emergency Preparedness

Jackie Johnston

Emergency Plan Coordinator

Jackie Johnston

Coastal Resilience Committee

William Zoellick, *Chair*

Brett Binns

Jonathan Renwick

Cynthia Thayer

Dwight Rodgers

Thomas McKeag

Timothy Fisher

Code Enforcement Officer

Michael Connors

E911 Coordinator

Michael Connors

Road Commissioner

Michael Connors

Fire Department

Gary Greenlaw, *Deputy Chief*

Roy Chandler, *Deputy Chief*

Planning Board

Vacant, ALT

Vacant, ALT

Schoodic Byway Committee

Thomas Towle

Solid Waste Committee

Rebecca O'Keefe

David Hottle

Stephanie Ingnoli

Liza Fisher

Liz Moran

TOWN OF GOULDSBORO

FACILITY USE POLICY

Adopted: July 2, 2026

I. PURPOSE

The Town of Gouldsboro owns and maintains various public facilities for the benefit of residents and the community. The purpose of this policy is to establish uniform rules for the reservation, use, scheduling, fees, insurance requirements, and administration of Town-owned facilities. This policy is intended to ensure fair and consistent access to Town facilities while protecting public assets and minimizing risk to the Town.

II. FACILITIES COVERED

This policy applies to the following Town-owned facilities:

- A. Gouldsboro Recreation/Community Center
- B. Prospect Harbor Woman's Club Building
- C. Gouldsboro Town Park
- D. Any other Town-owned meeting room, building, field, or recreational facility designated by the Town Manager.

III. GENERAL PRINCIPLES

- A. Town facilities are public assets intended for temporary and occasional use.
- B. Approval of facility use does not create a lease, tenancy, property interest, exclusive right of occupancy, or permanent location for any individual or organization.
- C. Facility use approvals are revocable permits granted at the discretion of the Town under the terms of this policy.
- D. All facility users shall comply with federal, state, and local laws, ordinances, regulations, and Town policies.
- E. Use of Town facilities shall not be administered in a discriminatory manner. Facilities shall be made available on a content-neutral basis subject to the requirements of this policy.

IV. PRIORITY OF USE

Reservations shall be approved according to the following order of priority:

- Priority 1: Emergency operations and public safety activities.
- Priority 2: Town governmental functions, including Town Meeting, elections, Select Board meetings, committee meetings, public hearings, and Town-sponsored activities.
- Priority 3: Town-sponsored recreation, educational, cultural, and community programs.

Priority 4: Gouldsboro-based nonprofit and civic organizations.

Priority 5: Gouldsboro residents.

Priority 6: Nonresident nonprofit organizations.

Priority 7: Commercial and for-profit activities.

The Town reserves the right to cancel or reschedule any reservation when required for municipal purposes.

V. USER CLASSIFICATIONS

Class A – Municipal Use

Includes:

- Town departments
- Municipal boards and committees
- Town-sponsored programs
- Emergency operations

No facility fee shall be charged.

Class B – Community Nonprofit Use

Includes:

- Nonprofit organizations
- Civic groups
- Educational groups
- Veterans organizations
- Youth organizations
- Community service organizations

Fees shall be assessed according to the adopted fee schedule.

Class C – Private Use

Includes:

- Family gatherings
- Weddings
- Receptions
- Birthday parties
- Reunions
- Similar private events

Fees shall be assessed according to the adopted fee schedule.

Class D – Commercial Use

Includes:

- Businesses
- For-profit training
- Vendor fairs

- Commercial classes
- Product demonstrations
- Sales activities

Fees shall be assessed according to the adopted fee schedule.

VI. RECURRING USE

- A. Recurring use includes any reservation occurring more than once during a thirty-day period.
- B. All recurring-use applications shall specify a beginning date and ending date.
- C. No recurring-use approval shall exceed six (6) months without reapplication and review.
- D. No recurring-use approval shall be automatically renewed.
- E. The Town may deny or limit recurring reservations when necessary to preserve reasonable public access to a facility.
- F. Approval of recurring use does not establish a permanent location or headquarters for any organization.
- G. Organizations seeking long-term occupancy arrangements shall be required to negotiate a separate agreement approved by the Select Board.

VII. APPLICATION PROCEDURES

- A. All facility use requests shall be submitted on forms approved by the Town Manager.
- B. Applications should be submitted at least fourteen (14) days before the requested use date.
- C. The Town Manager may waive application deadlines when practical.
- D. The Town Manager shall approve, conditionally approve, or deny applications.

VIII. FEES

The Select Board shall adopt a Facility Use Fee Schedule by separate action.

The fee schedule may establish:

- Rental fees
- Kitchen use fees
- Athletic field fees
- Security deposits
- Custodial fees
- Staff supervision fees
- Special event fees

IX. FEE WAIVERS

The Town Manager may approve full or partial fee waivers for:

- A. Gouldsboro-based nonprofit organizations;
- B. Charitable events that primarily benefit Gouldsboro residents;
- C. Community events that provide a substantial public benefit;

D. Youth-oriented activities.

Fee waivers shall not normally be granted for:

- Commercial activities;
- Private social events;
- Activities generating private profit;
- Organizations utilizing Town facilities on a regular or ongoing basis.

The granting of a fee waiver shall not waive insurance requirements.

X. INSURANCE REQUIREMENTS

A. Insurance shall be required for:

1. All organizations;
2. All recurring users;
3. Commercial users;
4. Events involving athletic activities;
5. Events involving food service to the public;
6. Events involving vendors;
7. Events involving alcohol;
8. Any event expected to exceed fifty (50) attendees;
9. Any activity deemed by the Town Manager to present increased risk.

B. Required coverage shall be:

Commercial General Liability

- \$1,000,000 per occurrence
- \$2,000,000 aggregate

C. The Town of Gouldsboro shall be named as an Additional Insured.

D. A certificate of insurance shall be provided before facility use is approved.

E. The Town Manager may waive insurance requirements for low-risk private uses involving limited attendance.

XI. ALCOHOL

Alcohol may only be served or consumed when:

- A. Allowed by law;
- B. Approved in advance by the Town Manager;
- C. Required licenses or permits have been obtained;
- D. Required insurance coverage is provided.

The Town may require security personnel or law enforcement presence as a condition of approval.

XII. USER RESPONSIBILITIES

Facility users shall:

- A. Leave facilities in clean condition;
- B. Remove all trash generated by the event;
- C. Return furniture and equipment to original locations;
- D. Secure the facility upon departure;
- E. Report any damage immediately;
- F. Comply with occupancy limits and fire safety requirements.

The user shall be responsible for damage resulting from its use.

XIII. PROHIBITED ACTIVITIES

The following are prohibited unless specifically authorized:

- Open flames
- Fireworks
- Illegal activities
- Damage to Town property
- Permanent storage of personal property
- Alterations to buildings or grounds
- Exclusive control of a facility beyond the approved use period

XIV. INDEMNIFICATION

To the extent permitted by law, facility users shall indemnify and hold harmless the Town of Gouldsboro, its officers, employees, and agents from claims arising out of the user's activities or negligence.

XV. REVOCATION

The Town Manager may revoke a facility use permit for:

- A. Violation of this policy;
- B. Misrepresentation on an application;
- C. Public safety concerns;
- D. Failure to pay required fees;
- E. Failure to provide required insurance;
- F. Municipal necessity;
- G. Other good cause.

XVI. APPEALS

Applicants may appeal a denial or revocation to the Select Board within ten (10) business days of receiving written notice.

The decision of the Select Board shall be final.

XVII. AUTHORITY

The Town Manager is authorized to administer this policy, approve facility use permits, establish procedures and forms, collect fees, grant fee waivers as authorized herein, and enforce the provisions of this policy.

DRAFT



AGREEMENT FOR SERVICES

Agreement Between:

Hancock County Planning Commission, PO Box 1703, Ellsworth Maine 04605

AND

The Town of Sullivan, The Town of Sorrento, The Town of Gouldsboro, and The Town of Winter Harbor.

This agreement is made and entered into as of this 1st day of June, 2026, between Hancock County Planning Commission (*HCPC*) and the Town of Sullivan, the Town of Sorrento, the Town of Gouldsboro, and the Town of Winter Harbor (*Clients*). HCPC and the Clients together will be referred to as (*Parties*).

ARTICLE I. SCOPE OF WORK

1. Project Goals
 - a. Design, creation, and maintenance of a Schoodic Area League of Towns (SALT) webpage on the HCPC website
 - b. Facilitation of 12 monthly meetings and 1-2 public engagement activities for SALT

2. Scope of Services and Deliverables

Task 1: Design, create, & maintain SALT webpage on HCPC website which will include:

- a. Short description of SALT, what it is, what it does, and when it started
- b. Links to member town websites
- c. List of current town representatives
- d. Meeting agendas & minutes
- e. Updates on SALT's progress

Task 2: Facilitation of 12 monthly meetings

- a. Design meetings and structure productive conversations based on current tasks and funding opportunities
- b. Create and circulate agendas and minutes
- c. Host Zoom meetings for remote participants
- d. Follow-up on tasks committed to at meetings
- e. Maintain evolving inventory of resources and list of issues mentioned by member towns

Task 3: Support Clients in planning and implementing 1-2 in-person public engagement activities as desired.

Task 4: Create annual budget requests and annual report

- a. Prepare a template for annual budget request to member towns
- b. Prepare a summary of SALT’s activities to be included in member towns’ annual reports as desired.

ARTICLE II. COMPENSATION

In exchange for Website, Facilitation, Public Engagement, and Reporting (*Services*), the Clients will each pay HCPC \$1,500. HCPC will submit an invoice on June 1, 2026 to each town. The four Clients agree to pay the invoiced amount within 30 days’ notice upon receipt by the Clients. HCPC’s fees are based on the schedule of hours and costs below. HCPC hours and costs may exceed its stated figure in any category, provided that its overall fees do not exceed \$6,000.

HOURS and COSTS

Average of 6 Staff hours monthly	\$5,400
Mileage for in-person meetings	\$200
Printing and supplemental costs	\$400
Total	\$6,000

ARTICLE III. TERM

The term of this Agreement shall commence upon the signing by both parties and shall continue until June 30, 2027. The Agreement can be extended via change order or terminated per Article IX.

ARTICLE IV. ACCESS TO RECORDS

HCPC shall keep time and expense records pertaining to the costs incurred under this Agreement and, further, shall maintain all books, documents, paper, accounting records, and other evidence pertaining to costs incurred under this Agreement. HCPC shall make such materials available electronically at all reasonable times during the period of this Agreement and for three years from the date of the expiration of this Agreement, for inspection by the Client or any authorized representative of the Client.

HCPC will provide a written update to the SALT chair upon request which details the work completed, next steps, and any questions/concerns.

ARTICLE V. OWNERSHIP OF WORK PRODUCTS AND LICENSE TO USE

The originals of all drawings, reports and other project-related documents prepared by HCPC are the property of the Clients and HCPC.

All reports, drawings, plans and other data and material, including computer programs and other material in electronic media (collectively, "Materials") furnished to the Client shall become the Client's property and may be used by the Client (or such parties as the Client may designate) thereafter in such manner and for such purposes as the Client (or such parties as the Client may designate) may deem advisable, without further employment of or additional compensation to HCPC. HCPC and its subcontractors retain the right to use all material produced for the Client and make it available to the public, for marketing purposes including, but not limited to, presentations, conferences, and inclusion on HCPC and subcontractor websites.

ARTICLE VI. CLIENT'S RESPONSIBILITIES

The Clients will be responsible for the following:

1. Provide payment by July 1st, 2026.
2. Designate a primary contact at SALT for responding to HCPC and inquiries about SALT.
3. Provide a space for in-person meetings.

4. Attend monthly meetings and be available to meet with HCPC regularly to review and provide feedback on work in progress.
5. Make available to HCPC relevant information needed to complete the project successfully.

ARTICLE VII. LIMITATION OF LIABILITY

HCPC agrees to execute the work diligently according to the terms of this Agreement. HCPC shall not be liable for the reproduction of errors or omissions contained in the information supplied by the Client, its agents, or subcontractors. The fulfillment of HCPC's responsibilities under this Agreement depends upon the full cooperation of the Client. HCPC shall not be liable for any delays or postponements which hinder the timely completion of this agreement and that are the result of the Client or its agent's actions.

ARTICLE VIII. INSURANCE COVERAGE FOR HCPC

HCPC agrees to maintain Commercial General Liability insurance with a limit of not less than \$1,000,000 for bodily injury and property damage claims which arise from operations under this contract (capped at \$400,000.00 for causes of action subject to the Maine Tort Claims Act). HCPC agrees to name the Client as an additional insured for Property and Casualty, Motor Vehicle, and Workers Compensation Coverage. HCPC agrees to maintain Business Auto Liability insurance with a Combined Single Limit of not less than \$400,000.00. HCPC agrees to maintain Workers Compensation coverage per Maine State Statute and Employers Liability with aggregate limits of not less than \$400,000.00. HCPC will require of their insurance company(ies) that should any of the limits be changed or coverages be canceled on the above-mentioned policies, the consultant's insurance carrier(s) will notify the Client in writing 30 days in advance. HCPC will provide the Client a Certificate of Insurance evidencing the above-mentioned coverages before the project begins and upon subsequent renewals for a period not less than two years after the project is completed. HCPC is responsible for all subcontractors and will require the subcontractors to meet the insurance requirements.

ARTICLE IX. CHANGE ORDERS

If during the project, additions, deletions, or changes are required to the Scope of Work and/or Deliverables, HCPC will draft a Change Order/ Amendment to be signed by both Parties.

Should the membership status of the Client in the Hancock County Planning Commission change, a Change Order shall be required unless the Client desires to terminate the contract per the provisions of Article X.

ARTICLE X. TERMINATION OF THE AGREEMENT

This Agreement may be terminated as follows:

- a. By the Client, without cause, by providing thirty days advance written notice to HCPC.
- b. By HCPC, with cause, upon any of the following events:
 - . If Client fails to pay any of HCPC's invoices after more than 60 days from receipt of the relevant invoice by the Client.
 - . Upon any substantial breach of this agreement by the Client, which breach is not cured within fourteen days of receipt of written notice by the Client.
- c. By HCPC, in the following events, by providing thirty days advance written notice to the Client:
 - i. The imminent cessation of HCPC's operations.
 - ii. The breakdown of the working relationship between HCPC and the Client, to the extent that there is no longer an effective working relationship between those parties.

ARTICLE XI. TERMINATION COMPENSATION

If this Agreement is terminated, HCPC shall be compensated for all work completed, mileage, software, and contingency, subject to the following paragraph;

In the event this Agreement is terminated pursuant to Article X, clause (c), HCPC and Client shall seek to negotiate equitable compensation for HCPC, for its work completed to the date of termination, and for SALT, for the additional costs it will incur for Services to complete the scope of work. In the event the parties fail to agree on equitable compensation, the matter shall be resolved as described in Article XII.

ARTICLE XII. ARBITRATION

This Agreement shall be governed by Maine law.

Any dispute pertaining to the provisions or application of this Agreement will be submitted to mediation by a mutually acceptable mediator. Any such dispute that cannot be resolved by mediation will be submitted to binding arbitration in accordance with the Uniform Arbitration Act as codified by 14 M.R.S.A. ch. 706, as amended from time to time. The decision of the arbitrator shall be binding on both parties and judgment upon the award rendered may be entered in any court of competent

jurisdiction. Each Party shall be entitled to reimbursement for reasonable attorney fees and reasonable arbitration costs incurred in enforcing this Agreement.

The Town of Sullivan, Maine, by

_____ Ray Weintraub, Town Administrator, duly authorized

The Town of Sorrento, Maine, by

_____ Hilly Crary, Chair of Selectboard, duly authorized

The Town of Gouldsboro, Maine, by

_____ Josh McIntyre, Town Administrator, duly authorized

The Town of Winter Harbor, Maine, by

_____ Sara Liscomb, Town Administrator, duly authorized

Hancock County Planning Commission, by

_____ Averi Varney, Executive Director, duly authorized