

**MINUTES OF NOVEMBER 20, 2025**  
**GOULDSBORO SELECT BOARD MEETING**

**Zoom Meeting**

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

**Meeting ID: 801 872 7702**

**Password: 4uFgxX**

Present: Robert Harmon, Danny Mitchell Jr., Peter McKenzie, Jackie Weaver,  
Johnathan Renwick

Staff: Town Manager Joshua McIntyre  
Town Clerk Brianna L. Mitchell  
Shellfish Warden Mike Pinkham  
Police Chief Jim Malloy  
EMS Director Andi Both  
CEO Mike Connors

Audience: 11 (Eleven)

Zoom: 3 (Three)

Meeting held at the Gouldsboro Town Office.

**Mr. Harmon called the meeting to order at 5:00PM.**



*Pledge of Allegiance*

**APPROVAL OF MINUTES OF NOVEMBER 06, 2025**

Mr. Mitchell made a motion to approve the minutes of November 06, 2025; 2<sup>nd</sup> by Mr. Renwick.  
Passed 5/0.

**PAYROLL WARRANT #26**

Mr. Mitchell made a motion to approve Payroll Warrant #26 in the amount of \$44,051.93; 2<sup>nd</sup>  
by Mr. McKenzie. Passed 5/0.

**A/P WARRANT #27**

Mr. Mitchell made a motion to approve A/P Warrant #27 in the amount of \$85,335.65; 2<sup>nd</sup> by  
Mr. Renwick. Passed 5/0.

**SELECT BOARD REPORTS**

Ms. Weaver – Ms. Weaver announced when you visit the Town of Gouldsboro website, packets are  
posted online for viewing for Select Board meetings!

Mr. Renwick – *Nothing at this time.*

Mr. Mitchell – *Nothing at this time.*

Mr. Harmon – *Nothing at this time.*

Mr. McKenzie – Mr. McKenzie thanks Bob, Donna, and Bill Zoellick for all they do for the town.

**TREASURER** – See attached

### **COMMITTEE REPORTS**

*Coastal Resilience* – Chair Bill Zoellick reported the second harbor meeting they held Saturday, November 15 was a great turn out and had great conversations about the future possibilities of harbors in Gouldsboro.

*Comp Plan* – Bill Zoellick reported 95% of the Comp Plan reformatting is completed. Will be ready for the Select Board to review. Bill reported he has not completed an executive summary but is working on it. Bill recommends to the Select Board to give the Land Use chapter some attention. Bill is recommending we keep it at no zoning as we are constrained on where we can build and we don't have many development opportunities that other towns have. He recommends the Land Use plan be essentially the same as it was in 2005. Bill thinks it would be a good idea to schedule a walk the Select Board through the comprehensive plan and what's important in each chapter.

Deirdre thanks Bill for all his help. What they thought was going to be reformatting the Comp Plan, became rewriting.

### **SHELLFISH WARDEN**

Shellfish Warden Mike Pinkham reported there's not a lot of clams on Stave Island. The clams that are there are fairly large. Mike is asking the Select Board to remove the volume limit for Stave Island Bar. **Mr. Mitchell made a motion to remove the volume limit for Stave Island Bar; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

### **POLICE DEPARTMENT**

Chief Malloy congratulated Johnathan Renwick for being elected onto Select Board and looks forwarding to working with him!

Officer Caleb Norton is doing a great job on the road. Chief Malloy gives a shout out to Chief Mitchell from the Winter Harbor Police Department; they had a joint department thanksgiving yesterday and had a great time.

### **FIRE DEPARTMENT** – Absent

### **EMS DEPARTMENT**

EMS Director Andi Both reports there were 11 calls during the dates of 10/30 – 11/12/25. One of the calls took place in Winter Harbor, 2 calls were transfers, and 7 calls were billable.

#### ***Updates:***

- Andi notified MedCom's that Schoodic EMS is ready for transfers as of today. This is transfers between hospitals. They called an hour later and our crew took a transfer.
- Andi and Katie are now venturing back to November of last year to go through calls that weren't billed. She is in hopes to recover 20-30 more calls. Andi reported Katie has been great and very crucial during this process. Making great progress and moving forward.
- Andi has been working on policies that she will attach with renewal application to Maine EMS to continue service.
- Andi would like to make Katie the QA coordinator; identified person to allow her to talk to medical director for calls, if needed.
- Registered the AEDs, as this is a requirement.

- Andi ordered GPS trackers that plug into the battery of the ambulances and will help her to ensure safety of the crews while on calls and transfers but also help give her an ETA when crews will be back in coverage area.

Mr. Harmon reported Anne Sterling gave a donation to EMS for rescuing her cat. EMT-A Matt Correia and EMT Paul Shoemaker had to cut the cat out from between the wall. Anne is very thankful they came to the rescue and was able to save her cat!

**CODE ENFORCEMENT OFFICER – See attached**

CEO Mike Connors reported:

- He issued 5 permits from 11/05/25 – 11/18/25 with 1 new residence.
- **E911**- A new road has been created “Rocky Shore Road”. First road on the right on Summer Harbor Road when headed from South Gouldsboro Road toward Winter Harbor Town Line. Mike has identified needed road changes in Bunkers Harbor / Town Landing Road.
- **Rueben’s Bridge**- Maine DOT has recently posted this bridge for a limited capacity of 30,000lbs. Following a recent state inspection and federal audit of state inspections, this bridge will require significant rehabilitation and/or replacement.
- **FEMA Floodplain Permit**- Permit for Crowley Island Road property in process.
- **Prospect Harbor Pier**- Gound work is complete as of yesterday and paving scheduled to be completed tomorrow.
- **IMK Properties/Route One Apartments**- IMK Properties has submitted an additional building permit for a second apartment building on their lot on Route One between Walters Road and Libby Road. The building will contain four 1bedroom apartments.

**RSU#24 REPRESENTATIVE – Absent**

**TOWN MANAGER**

*Nothing at this time.*

*Old Business*

*None.*

*New Business*

**Signing of Municipal Release Deed for 778 South Gouldsboro Road, Map 8, Lot 4A (Vickery)**

Town Manager Joshua McIntyre reported there was a discrepancy in paperwork; there were 2 owners since 2002. It was thought all along part of land attached to this property was foreclosed on. Our town attorneys have done extensive research and found an invalid foreclosure. The attorneys recommend a Municipal Release Deed needs to be signed to release the deed over to the current property owner.

**Resignation of Paul Shoemaker as HCPC representative. Appointment of Deirdre McArdle as HCPC Representative**

Mr. Mitchell made a motion to accept Paul Shoemakers resignation for HCPC; 2<sup>nd</sup> by Mr. McKenzie. Passed 5/0.

**Mr. McKenzie made a motion to appoint Deirdre McArdle as a HCPC Representative; 2<sup>nd</sup> by Mr. Mitchell. Passed 5/0.**

Consideration and action on QA Policy, Safety Plan, and Driver Training for Schoodic EMS

Andi will double check statutes are correct in the policies before submitting with the renewal application for Maine EMS.

**Mr. McKenzie made a motion to accept all three policies as stated; 2<sup>nd</sup> by Mr. Mitchell. Passed 5/0.**

Approval of education contracts with Katie Shoemaker and Paul Shoemaker

**Mr. Mitchell made a motion to accept the education contracts with Katie Shoemaker and Paul Shoemaker; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

Permission to execute contract with WSP for assessment of parcel on West Bay Road; MCHT to pay balance of \$52.8k bill not covered by grant

Town Manager Joshua McIntyre mentioned Maine Coast Heritage Trust will pay the balance but the Town be the signatory for the contract. Josh is asking for permission to sign the contract on behalf of the Town.

**Mr. McKenzie made a motion to allow Town Manager Joshua McIntyre to execute the contract; 2<sup>nd</sup> by Mr. Mitchell. Passed 5/0.**

Discussion of possible alternatives for regular Select Board meeting scheduled for week of December 29, 2025

The week of New Years, the Select Board meeting would fall on New Years Day and we are closed that day. Town Manager Joshua McIntyre asks the Select Board if they would like to hold the meeting on a different day that week or if there is nothing pressing that needs to be discussed, they have the option to just sign the warrants? By consensus; barring some kind of emergency requiring a meeting; the Select Board would like to just sign the warrants for the week of New Years.

Discussion of Ruebens Bridge and options to replace

In early October, the Town was notified that Rueben's Bridge on the Guzzle Road needed to be posted; no more than 30,000 <sup>lbs.</sup> tons. Code Enforcement Officer Mike Connors and Town Manager Joshua McIntyre met with the gentleman that inspected the bridge last Wednesday and the gentleman gave an inspection report to give to the Town. Mike mentioned this inspection happened to be chosen by federal audit and guidelines and reported it is not repairable and will need to be replaced. Town Manager Josh mentioned we need to find funds to fix it. He mentioned there are a couple programs from state and federal grants that can help fund something like this but are not available every year. There are still a lot of variables to find out before we can seek funds. In best case the Town would need to cover at least a 20% match if we receive funding, which would amount to roughly \$200,000. If we cannot apply for funds, we could spend up to \$200k – \$800k depending. There's no way to get around this; for only a few residents that live on the other side. He mentioned we need to find someone that knows this scope of work, to point us in the direction of what to do before we seek funds.

Review of draft Budget Committee Ordinance

Town Manager Joshua McIntyre mentioned we need a revision to the Budget Committee Ordinance. This is only for discussion tonight as there is no action to be taken right now. Josh recommends revising the ordinance to state the committee will be made up of five committee members with one alternate. Dwight asked on page 2, if a person sits on the budget committee, they can't recommend

somebody to sit? Josh mentioned the Budget Committee provides names to the Select Board to take to the floor of Town Meeting, like it currently reads. Josh recommends to Dwight to take this draft home and bring any suggestions he may have back to him. The quorum needs to be changed from four to three members. The Select Board likes the content of the draft ordinance so far. If anyone has any suggestions, they can be sent to the Town Manager.

**PUBLIC COMMENT**

Anne Sterling, resident of Gouldsboro, thanks the Select Board for announcing her thank you letter and donation to Schoodic EMS for saving her cat.

**EXECUTIVE SESSION** *for consultation with town attorney in accordance with MRSA Title 1, Chapter 13, Section 405, Paragraph 6E*

**Mr. McKenzie made a motion to enter executive session at 6:06PM; 2<sup>nd</sup> by Mr. Mitchell. Passed 5/0.**

**Mr. Mitchell made a motion to exit executive session at 6:59PM; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

No action was taken during executive session.

**ADJOURN:** Mr. McKenzie moved to adjourn the meeting at 6:59PM; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.

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 11.06.25, Payroll Warrant #26, A/P Warrant #27, Treasurer's Report, Schoodic EMS Calls Report 10.30 – 11.12.25, CEO Report, Paul Shoemaker HCPC Resignation, Schoodic EMS Safety Plan Policy, Schoodic EMS Driver Training Program & Standard Operating Procedures Policy, Schoodic EMS QA/QI Policy, Town of Gouldsboro Training Agreement with Katie Shoemaker, Town of Gouldsboro Training Agreement with Paul Shoemaker, WSP Gouldsboro Parcel Feasibility Study, Rueben's Bridge Highway Inspection Report, Town of Gouldsboro Draft Budget Committee Ordinance, Hancock County Regional Animal Control Officer Change Notification, Eastern Area Agency on Aging Thank You Letter, Gouldsboro Historical Society Letter regarding Prospect Harbor Woman's Club Building, Thank you Letter from Anne Sterling for EMS help.

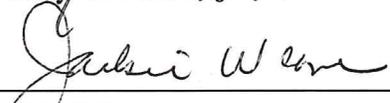
**SELECT BOARD**

**Minutes of November 20, 2025 and Approval on December 04, 2025**

  
\_\_\_\_\_  
Robert Harmon, *Chair*

  
\_\_\_\_\_  
Danny Mitchell, Jr., *Vice Chair*

  
\_\_\_\_\_  
Peter McKenzie

  
\_\_\_\_\_  
Jackie Weaver

  
\_\_\_\_\_  
Johnathan Renwick