

**MINUTES OF FEBRUARY 26, 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, Danny Mitchell Jr., Peter McKenzie, Johnathan Renwick, Jacqueline Weaver  
Staff: Town Manager Joshua McIntyre  
Town Clerk Brianna L. Mitchell  
Municipal Operations & Admin Assistant Alexandra Kaehrle  
Police Chief James Malloy  
Fire Chief Gary Greenlaw  
Assistant Fire Chief Roy Chandler  
EMS Director Andi Both  
Superintendent of Town Infrastructure Mike Connors  
Audience: 13 (Thirteen)  
Zoom: 2 (Two)

Meeting held at the Gouldsboro Town Office.

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



*Pledge of Allegiance*

**APPROVAL OF MINUTES OF FEBRUARY 12, 2026**

Mr. Mitchell made a motion to approve the minutes of February 12, 2026 as amended; 2<sup>nd</sup> by Mr. McKenzie. Passed 5/0.

**PAYROLL WARRANT #40**

Mr. Mitchell made a motion to approve Payroll Warrant #40 in the amount of \$43,976.65; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.

**A/P WARRANT #41**

Mr. Mitchell made a motion to approve A/P Warrant #41 in the amount of \$64,965.52; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.

**SELECT BOARD REPORTS**

Ms. Weaver – Ms. Weaver mentioned the newly constructed wall in the meeting room looks great!

Mr. Renwick – *Nothing at this time.*

Mr. Mitchell – *Nothing at this time.*

*Mr. Harmon – Nothing at this time.*

*Mr. McKenzie – Nothing at this time.*

**TREASURER – See attached**

**COMMITTEE REPORTS**

*Planning Board* – Chair Deirdre McArdle met with our newly hired employee, Allie Kaerhle, who will act as the secretary for the Planning Board. Allie will take meeting minutes at all meetings and Shepsi Eaton will remain as secretary for back up.

**POLICE DEPARTMENT**

Chief Malloy reported our newest Patrol Officer Dan is doing very well. Chief plans to keep him on FTO for another week.

Chief Malloy would like to start a Good Morning project. Elderly that would like to be added to a list, each morning an officer would contact the list of individuals to make sure they are okay. After a second attempt of contacting the individual with no success, they will do a well-being check.

Chief Malloy reported that K9 Kia just turned 9 years old and plans to work her as long as she can. A lady in Steuben has offered to donate an 8-week-old German Shephard K9 to Chief to train and work. He requests from the Select Board if they would be okay with this? The Select Board thinks this is a great idea!

Chief Malloy requests permission from the Select Board to trade three guns the Police Department does not use. He would like to trade them for ammo.

**Mr. Mitchell made a motion to allow Chief Malloy to trade the 3 unused guns for ammo; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

**FIRE DEPARTMENT**

*Nothing at this time.*

**EMS DEPARTMENT**

EMS Director Andi Both reports there were 10 calls during the dates of 02/05 – 02/18/26 since the last meeting. Two of the calls took place in Winter Harbor, 0 calls were transfers, and 7 calls were billable. **Updates:**

- Andi reported the former EMS office has now been rearranged. Newest employee Allie Kaerhle now has a desk in there.
- Andi has hired a new EMT, she is a student of the College of the Atlantic. Andi will be having people take EVOC training in Spring.
- Andi plans to issue an RFP for EMS billing services.
- She reported there has been 5 cases of measles reported in the State of Maine.
- Andi needs to submit verification for the Local Health Officer into the State.
- DEA regulations have been updated on February 5, 2026.
- Schoodic 52 is in the shop again. It needs another \$1,000 for a hose part. Since Andi has started there has been \$17,000 spent on this ambulance. The undercarriage is rusting out.

Broke down after a patient was dropped off at the hospital. Will receive back tomorrow but need to put new tires on it very soon.

### **CODE ENFORCEMENT OFFICER – See attached**

CEO Mike Connors reported:

- He issued 8 permits since last meeting with 4 new residences.
- **Crowley Island Causeway**- Mike is currently working with Emergency Management Director Jackie Johnston and Town Manager Joshua McIntyre to ensure accurate scope of repair and mitigation work for the causeway. Awaiting MEMA/FEMA approval.
- **Conference Room**- Mike coordinated with contractors to complete the newly constructed wall in the meeting room. Room improvements and properly separate the kitchen.
- **Town Road Posting**- Town roads have been posted for the season. Mike will need to return to a few roads to complete hanging of the road posted signs with additional hardware needed.
- **E911**- 5 new addresses have been submitted. 2 of those addresses were for Bold Coast Seafood here down at the factory. Mike will be changing how he tracks to match fiscal year, not calendar year.

### **RSU 24 REPRESENTATIVE – Absent**

### **TOWN MANAGER**

- Town Manager Josh McIntyre introduced our newest employee, Alexandra Kaerhle, who is the new Municipal Operations and Administrative Assistant. We are happy to have her!
- We are in the process of listing the foreclosed property on Guzzle Road with a real estate agent. The agent needs to get pictures of the property and inside the house.
- Our new office hours will begin Monday, March 2, 2026. We will be closing for lunch break at 12:15 and reopen at 1PM.
- We received our SafetyWorks report for only a small portion. Allie will begin working on the report and get us into compliance within the 60-day deadline. Once this portion is complete, they will come back to finish the rest of the departments and facilities.
- We will be advertising invitation for bids starting tomorrow for Crowley Island Causeway work. The work will need to be complete before June.
- Town Clerk Brianna Mitchell has passed her certification test and is now a Certified Clerk of Maine!

## *Old Business*

### Approval and signing of Quitclaim Deeds for foreclosed, tax-acquired properties

The Select Board signed three quitclaim municipal release deeds for the following foreclosed, tax-acquired properties:

- Lillian Strater – Map 015 Lot 016-1
- Lillian Strater – Map 015 Lot 016-2
- John & Michelle Barclay – Map 060 Lot 021

## *New Business*

### *Discussion of changes to ordinances regarding Budget Committee, Fire Department, and Schoodic EMS; Signing of warrant for Special Town Meeting to be held March 12, 2026*

Town Manager Joshua McIntyre explained the amendments to the Fire Department and Schoodic EMS Ordinance are intended to clarify the chain of command. The previous ordinances were incorrect. The Town recently was informed the Gouldsboro Fire Department has never operated as a volunteer fire department, but as a municipal fire department, as the town fully funds the department's budget under the municipal budget. The proposed ordinance reflects the department's true structure and also separates Schoodic EMS from the Fire Department and will now act as its own department. Josh also proposed moving \$8,000 to the Administration Department budget from Public Safety. For the proposed Fire/EMS ordinance, Mr. Mitchell questioned the provision regarding the Fire Chief's compensation, appears to allow discussion by townspeople at town meeting. Mr. McIntyre said he could confirm the wording with the Town Attorney.

**Mr. Mitchell made a motion to direct the Town Manager to clarify the Fire Chiefs compensation wording with the Town Attorney and move to approve the warrant; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

The Select Board signed the Special Town Meeting Warrant.

### *Request of Coastal Resilience Committee Chair to develop and submit proposal regarding Sand Cove and Grand Marsh Bay for Maine Coastal Program Habitat Restoration Planning Grant*

Coastal Resilience Committee Chair Bill Zoellick mentioned this proposal is no cost to the Town right now – this would give data and models that tell more of hydraulics for this situation. Bill would like to keep work on that vulnerability alive and keep it on MDOT's radar. **Ms. Weaver made a motion to allow Coastal Resilience Committee Chair Bill Zoellick to apply for said grant, to look into the hydrology of Sand Cove and Grand Marsh Bay; 2<sup>nd</sup> by Mr. Renwick. Passed 5/0.**

### *Request of Coastal Resilience Committee Chair to expend an amount not to exceed \$18,610 from the Coastal Response Reserve Fund for the Corea Road Crossing project*

The CRC was seeking funds to continue the work begun two years ago through the Community Action Grant. These funds would allow the contracted engineer to seek necessary permits for the project which would then better position the town when applying for grants to fund construction. The Select Board would like to table this conversation.

### *Request of the Town Manager to close the Town Office on Wednesday, March 4, 2026 for staff training*

Town Manager Joshua McIntyre noted this was approved for Tuesday, March 3 – but would like the option for either day as we do have a snow storm coming our direction for either day. Josh mentioned it is crucial we review the processes for building permit applications, now that Allie has joined our team. We will push it out on social media to the public. **Mr. Mitchell made a motion to allow the Town Manager to have the option to close either day, March 3<sup>rd</sup> or March 4<sup>th</sup> for staff training; 2<sup>nd</sup> by Mr. McKenzie. Passed 5/0.**

### **PUBLIC COMMENT**

Dwight Rodgers, Budget Committee Chair, mentioned that Elizabeth Ray contacted him and asked him questions about the vendor quote that Town Manager Joshua McIntyre had asked her to fill out

for the upcoming budget season. Dwight asked if this was going out to bid? Josh mentioned with the new bidding and purchasing policy, it allows to get quotes from several contractors. Systematically, the Town should be getting quotes from several contractors/vendors for everything being done with town work.

## **FISCAL YEAR 2027 BUDGET WORKSHOP – Capital Improvement Plan; Reserves**

**AMBULANCE RESERVE** – Town Manager Joshua McIntyre mentioned you will see a few more items have been added since last year but the Chief's truck has been removed. Andi is needing a new ambulance and would like to go with the van style as Schoodic 52 needs to be replaced. The current reserve balance is \$91,874. Town Manager Josh mentioned decreasing the recommended contribution to \$40,000.

**BUILDINGS & GROUNDS RESERVE** – The current reserve balance is \$92,077. Town Manager Joshua McIntyre mentioned decreasing the contribution amount down. Mr. Mitchell mentioned increasing it to have a balance of \$100,000 and allocate \$10,000 for Rec field restoration.

**FIRE EQUIPMENT** – Town Manager Joshua McIntyre would like to sit down with Mr. Harmon and Fire Chief Gary Greenlaw to go over Fire Department vehicle list. Fire Equipment Reserve is good as it is right now.

The Select Board would like to review the rest of the capital improvement plan at next Thursday's Budget Workshop, here at the Town Office at 4:30PM.

**ADJOURN: Mr. Mitchell moved to adjourn the meeting at 7:18PM; 2<sup>nd</sup> by Mr. McKenzie. Passed 5/0.**

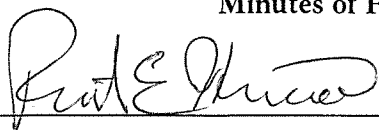
Respectfully submitted,  
Brianna L. Mitchell, Town Clerk

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

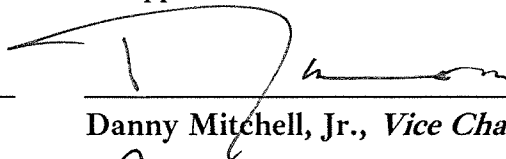
**Enclosures:** Agenda, Minutes of 02.12.26, Payroll Warrant #40, AP Warrant #41, Treasurer's Report, YTD Expense Summary Report 02.25.26, Schoodic EMS Calls Report 02.05 – 02.18.26, CEO Report, FB Environmental Services Contract for Corea Road Crossing Information, Municipal Release Deed for Lillian Strater (2 deeds), Municipal Release Deed for John & Michelle Barclay, Current Fire Department Ordinance, Current Ambulance Ordinance, Proposed Fire Department / Schoodic EMS Ordinance, Proposed Budget Committee Ordinance, Proposed Special Town Meeting Warrant 03.12.26, Consultant Scope of Services for Maine Coastal Program Habitat Restoration Planning Grant and map, Capital Improvement Plan and Reserve Funds FY2027 – FY2036.

SELECT BOARD

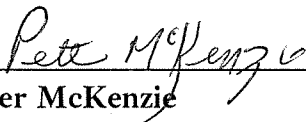
Minutes of February 26, 2026 and Approval on March 12, 2026



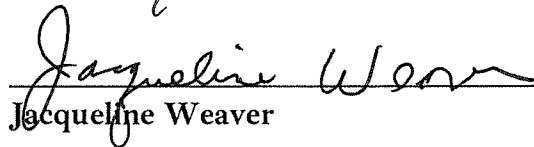
Robert Harmon, *Chair*



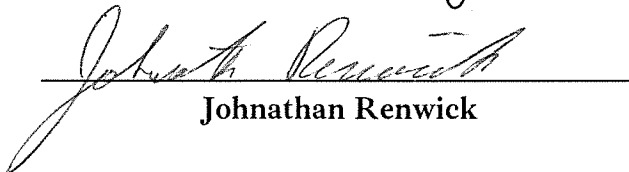
Danny Mitchell, Jr., *Vice Chair*



Peter McKenzie



Jacqueline Weaver



Johnathan Renwick