



## **Regular Select Board Meeting - New format**

**Thursday, October 22, 2026 at 5:00 pm**

### **MEETING LOCATION**

Gouldsboro Town Office, 59 Main Street, Prospect Harbor, ME 04669

### **ACCESS MEETING THROUGH ZOOM**

Join Zoom Meeting: Zoom Meeting Link

Meeting ID: 801 872 7702

Passcode: 4uFgxX

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Adoption of Agenda**
- 4. Consent Agenda**
  - a. Approval of Minutes - October 08, 2026**
  - b. Payroll Warrant #19 - \$47,519.01**
  - c. Accounts Payable Warrant #20 - \$125,140.96**
- 5. Old Business**
- 6. New Business**
  - a. Consideration of Amendment to Resolution Establishing the Gouldsboro Education Finance Advisory Committee - Action Requested**
  - b. Appointment of members to Education Finance Committee - Action Requested**
  - c. Appointment of Rick Schauerte to the Budget Committee - Action Requested**
  - d. Discussion to amend the Employee Personnel Policy – Holiday Observance and Four-Day Workweek - Discussion Requested**
- 7. Reports**
  - a. Select Board**
  - b. Treasurer**

- c. **RSU #24 Representative**
  - d. **Town Manager**
  - e. **Boards & Committees**
- 8. Public Comment**
  - 9. Adjourn**



# Regular Select Board Meeting

## Minutes

Thursday, October 8, 2026 at 5:00 pm

### MEETING LOCATION

Gouldsboro Town Office, 59 Main Street, Prospect Harbor, ME 04669

### ACCESS MEETING THROUGH ZOOM

- **Join Zoom Meeting:** [Zoom Meeting Link](#)
- **Meeting ID:** 801 872 7702
- **Passcode:** 4uFgxX

#### 1. Call to Order

**Minutes:**

Meeting held at the Gouldsboro Town Office. Mr. Harmon called the meeting to order at 5PM.

#### 2. Attendance

**Minutes:**

**Select Board Attendance:** Robert Harmon - Danny Mitchell Jr. - Peter McKenzie - Johnathan Renwick - Jacqueline Weaver.

**Staff Attendance:** Town Manager Josh McIntyre - Town Clerk Brianna L. Mitchell.

**Attendance Total:** 8 (eight) **Zoom Attendance Total:** 5 (five)

#### 3. Pledge of Allegiance

#### 4. Adoption of Agenda

**Minutes:**

**Mr. Mitchell made a motion to adopt the agenda as presented; 2nd by Ms. Weaver. Passed 5/0.**

#### 5. Consent Agenda

##### a. Approval of Minutes - September 24, 2026

**Minutes:**

**Mr. Mitchell made a motion to approve the minutes of September 24, 2026;**

**2nd by Mr. McKenzie. Passed 5/0.**

**b. Payroll Warrant #17 - \$49,733.27**

**Minutes:**

**Mr. Mitchell made a motion to approve Payroll Warrant #17; 2nd by Mr. McKenzie. Passed 5/0.**

**c. Accounts Payable Warrant #18 - \$815,435.43**

**Minutes:**

**Mr. Mitchell made a motion to approve Accounts Payable Warrant #18; 2nd by Mr. McKenzie. Passed 5/0.**

**d. Memo on purchase of equipment for new police vehicle**

**6. Public Hearing - 2026/2027 General Assistance Maximums**

**Minutes:**

Mr. Harmon opened the public hearing at 5:06PM. No public comments were made. Mr. Harmon closed the public hearing at 5:07PM. **Mr. Mitchell made a motion to approve the 2026/2027 General Assistance Maximums; 2nd by Mr. McKenzie. Passed 5/0.**

**7. Old Business**

**a. Introduction to new town website - Update/No Action Requested**

**Minutes:**

Town Clerk Brianna Mitchell presented the new website to the Select Board and the audience. Visit [www.gouldsborotown.com](http://www.gouldsborotown.com) to view our new website!

**b. Review of proposed FY28 Budget schedule - Discussion Requested**

**Minutes:**

Town Manager Joshua McIntyre reported in the proposed FY28 Budget schedule, he moved up the budget season to begin sooner starting in January. The Select Board approve of the proposed budget schedule presented.

**c. Review of proposed FY27 Supplemental Appropriation & Warrant for Special Town Meeting -- Action Requested**

**Minutes:**

Town Manager Josh McIntyre presented a Special Town Meeting warrant to expend funds from three reserves that currently hold balances that are not designated for any planned expenditures: Forest Fire Reserve, Transfer Station Reserve, and Land Purchase Reserve. Mr. Harmon expressed that he did not want to deplete the reserve funds. Josh asked whether Mr. Harmon would prefer to use \$265,000 from the undesignated fund balance instead, noting that doing so would leave the Town's operating account balance lower than it has been in previous years. After much discussion, Josh presented a Special Town Meeting warrant to expend these funds from the undesignated fund. **Mr. Renwick made a motion to accept the Special Town Meeting warrant as presented, to expend funds from the undesignated fund; 2nd by Mr.**

**McKenzie. Passed 4/1 - Ms. Weaver opposed.**

**Vote results:**

Ayes: 4 / Nays: 1 / Abstains: 0

**d. Dana Shaw Rec Center Facility Use Request -- Action Requested**

**Minutes:**

Town Clerk Brianna Mitchell reported Dana Shaw has come back to request waiver of the fees to continue use of the Rec Facility until Spring of 2027.

**Mr. Mitchell made a motion to allow Dana Shaw to continue use of the Rec Center until May 2027; 2nd by Mr. McKenzie. Passed 5/0.**

**8. New Business**

**a. Proposal to add TRIO module to town website -- Action Requested**

Estimated cost/year: \$2,411.00

**Minutes:**

Town Clerk Brianna Mitchell proposed a request to purchase the TRIO Property Portal for our new website. This will allow the public to view property tax information as well as obtain property cards 24/7.

**Mr. Mitchell made a motion to authorize the Town Manager to enter into an agreement with Harris Computer/TRIO for the purchase and implementation of the Harris Online Property Portal (HOPP) in the amount of \$4,761, and to authorize the associated recurring annual fees, subject to inclusion in future operating budgets; 2nd by Ms. Weaver. Passed 5/0**

**b. Consideration of lease renewal with Dana Rice Jr. for DOT Lot building - Action Requested**

**Minutes:**

Town Manager Josh McIntyre mentioned this is a lease renewal for the DOT Lot building for our snowplow contractor, Dana Rice Jr. **Mr. Mitchell made a motion to renew the lease agreement with Dana Rice Jr. for use of the DOT Lot building; 2nd by Mr. Renwick. Passed 5/0.**

**c. Proposal to reschedule last BOS meeting of calendar year 2026 to December 30 - Action Requested**

**Minutes:**

Town Manager Josh McIntyre proposed rescheduling the last Select Board meeting in December to Wednesday, December 30. **Mr. McKenzie made a motion to reschedule the last Select Board meeting in December to Wednesday, December 30; 2nd by Mr. Renwick. Passed 5/0.**

**9. Reports**

**a. Select Board**

**Minutes:**

**Mr. Mitchell** - Nothing at this time.

**Mr. McKenzie** - Nothing at this time.

**Mr. Renwick** - Nothing at this time.

**Ms. Weaver** - Ms. Weaver made a recommendation to appoint Rick Schauerte to the Budget Committee at the next Select Board meeting.

**Mr. Harmon** - Nothing at this time.

**b. Treasurer**

**c. RSU #24**

**Minutes:**

RSU #24 Representative Mary Cowperthwaite reported there will be a special budget and finance meeting next Tuesday at 6:30PM at Sumner. The DOE will be presenting the funding formula. She encourage the Select Board to attend, or they could email her with any questions that she could then present at the meeting. Mary reported the RSU board held a sustainability meeting to figure out where they would be able to cut some funds if possible.

Mr. McKenzie thanked Mary for all that she has done and continues to do. He showed support towards her and encourages her to run again next year.

**d. Town Manager**

**Minutes:**

Town Manager Josh McIntyre reported: - The new website is up and going and will soon be moving towards a .gov url. - Our newest Deputy Clerk, MacKenzie Leland, just started this Monday in the midst of elections and property taxes incoming. She is going great and we think she will be a wonderful asset to the front office! - The Town recently received funds from the State towards housing funds. Our Town Attorney will review our current ordinances to ensure we are in compliance with the housing laws that are in place. - The Town Office will be closed on Monday, October 12 in observance to Columbus Day/Indigenous Peoples Day. - Reminder the Town Office will be closed on Election Day, November 3, 2026 to allow all staff to be present at the polls. - The new Town Office hours will begin on November 9, 2026. - We recently received the 2027 valuation from the State. Increase was less than 1% from last year. - Town staff attended the MMA Convention and was a great day of training and talking to new vendors. Josh thanked the Select Board for allowing staff to attend. - Josh mentioned we have gotten a few inquiries about how to obtain video recordings of meetings and asked the Select Board how they felt about reactivating the Youtube channel and posting the meetings on there? The Select Board thinks this is a good idea.

**e. Boards & Committees**

**Minutes:**

**Coastal Resilience Committee-** Chair Bill Zoellick reported he submitted information in the Select Board packets about the funds the committee recently received from the State.

**10. Public Comment**

**Minutes:**

Glen Perron, resident of Gouldsboro, raised a question regarding the number of visits from the assessors that are doing revaluations? He mentioned he had two assessors

come twice, and said there will not be a third time they visit his property. Town Manager Josh McIntyre mentioned he will look into this further.

## 11. Adjourn

### **Minutes:**

**Mr. Mitchell made a motion to adjourn at 6:06PM; 2nd by Mr. Renwick. Passed 5/0.**

## 12. Select Board Approval

Minutes of October 08, 2026 and Approval on October 22, 2026.

### **Minutes:**

Robert E. Harmon, Chair

Danny Mitchell, Jr., Vice Chair

Peter McKenzie II

Jacqueline Weaver

Johnathan Renwick



WARRANT: 19

| Check | D / D    | Check     | Employee                             | Gross Pay |
|-------|----------|-----------|--------------------------------------|-----------|
| 400   | 832.72   | 0.00      | 108 ERIC J BOSLEY                    | 976.00    |
| 401   | 117.77   | 0.00      | 169 MATTHEW W CARTER                 | 150.00    |
| 402   | 110.22   | 0.00      | 167 TRINA M CHANDLER                 | 120.00    |
| 403   | 2,039.81 | 0.00      | 136 MICHAEL L CONNORS                | 3,046.36  |
| 404   | 1,722.63 | 0.00      | 155 ALLEN W COREY II                 | 2,456.76  |
| 405   | 105.62   | 0.00      | 150 AMIR F FORCE                     | 115.00    |
| 406   | 990.17   | 0.00      | 106 ALETA M FUSCO                    | 1,326.64  |
| 407   | 1,266.76 | 0.00      | 166 IAN X GODING                     | 1,428.00  |
| 408   | 1,704.77 | 0.00      | 159 ALEXANDRA R KAEHRLE              | 2,243.75  |
| 409   | 1,568.98 | 0.00      | 158 DANIEL A LEIGHTON                | 2,331.84  |
| 410   | 1,484.42 | 0.00      | 171 MACKENZIE L LELAND               | 1,845.75  |
| 411   | 633.76   | 0.00      | 119 PAMELA J LINSCHOTT               | 780.33    |
| 412   | 2,439.96 | 0.00      | 143 JAMES R MALLOY                   | 3,473.39  |
| 413   | 1,762.07 | 0.00      | 160 KAREN M MALLOY                   | 2,216.12  |
| 414   | 205.24   | 0.00      | 154 JESSICA L MCDEVITT               | 267.00    |
| 415   | 3,236.69 | 0.00      | 141 JOSHUA R MCINTYRE                | 5,000.00  |
| 416   | 1,973.68 | 0.00      | 073 BRIANNA L MITCHELL               | 2,905.84  |
| 417   | 461.61   | 0.00      | 153 CALEB M NORTON                   | 504.00    |
| 418   | 158.70   | 0.00      | 163 DEBORAH S PALMAN                 | 200.00    |
| 419   | 1,095.29 | 0.00      | 168 NICHOLAS M PEPPARD               | 1,209.00  |
| 420   | 337.09   | 0.00      | 172 GABREAL P PERRY                  | 367.00    |
| 421   | 1,325.42 | 0.00      | 156 MATTHEW P PERRY                  | 1,568.47  |
| 422   | 1,251.70 | 0.00      | 044 MICHAEL A PINKHAM                | 1,518.40  |
| 423   | 2,474.36 | 0.00      | 041 BENJAMIN AR SOUDERS              | 2,865.39  |
| 424   | 232.75   | 0.00      | 098 LAURIE A URQUHART                | 253.40    |
| 425   | 1,497.93 | 0.00      | 164 TRACEY M UTTING                  | 2,070.00  |
| 426   | 495.99   | 0.00      | 165 JOSHUA C WAGNER                  | 540.00    |
| 427   | 0.00     | 31,526.11 | D / D 2 BAR HARBOR BANK & TRUST      |           |
| 428   | 0.00     | 9,189.34  | T & A 2 FEDERAL WITHHOLDING TX       |           |
| 429   | 0.00     | 1,582.12  | T & A 1 MAINE REVENUE TAXES          |           |
| 430   | 0.00     | 417.82    | T & A 4 ME PAID FAMILY MEDICAL LEAVE |           |
| 431   | 0.00     | 1,243.45  | T & A 5 MePERS                       |           |
| 432   | 0.00     | 1,313.87  | T & A 6 MeSTART                      |           |
| 16860 | 0.00     | 1,480.78  | T & A 3 MISSION SQUARE-304479        |           |

WARRANT: 19

| Check | D / D     | Check     | Employee | Gross Pay |
|-------|-----------|-----------|----------|-----------|
| Total | 31,526.11 | 46,753.49 |          | 41,778.44 |

|                  |             |
|------------------|-------------|
| Put into A/P     | 15,992.90   |
| Taken out of A/P | (15,227.38) |
| Total Payroll    | 47,519.01   |

| Count  |    |
|--------|----|
| Checks | 34 |

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

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

| Type | Check | Amount    | Date     | Wrnt | Payee                                              |
|------|-------|-----------|----------|------|----------------------------------------------------|
| P    | 9999  | 505.10    | 10/23/26 | 20   | 1755 WEX BANK                                      |
| P    | 16857 | 302.73    | 10/23/26 | 20   | 0421 USPS                                          |
| P    | 16858 | 136.62    | 10/23/26 | 20   | 0421 USPS                                          |
| P    | 16859 | 2,063.00  | 10/23/26 | 20   | 0309 STATE OF MAINE                                |
| R    | 16861 | 188.48    | 10/23/26 | 20   | 0391 Alexandra Kaehrle                             |
| R    | 16862 | 128.29    | 10/23/26 | 20   | 0014 ANDERSON MARINE & HARDWARE                    |
| R    | 16863 | 286.64    | 10/23/26 | 20   | 0004 BILL ZOELICK                                  |
| R    | 16864 | 157.66    | 10/23/26 | 20   | 0911 BOUND TREE MEDICAL, LLC.                      |
| R    | 16865 | 213.56    | 10/23/26 | 20   | 1467 BRIANNA MITCHELL                              |
| R    | 16866 | 2,541.65  | 10/23/26 | 20   | 0084 COLWELL DIESEL SERVICE & GARAGE               |
| R    | 16867 | 400.00    | 10/23/26 | 20   | 0086 COMMUNITY HEALTH & COUNSELING                 |
| R    | 16868 | 259.36    | 10/23/26 | 20   | 1004 CONSOLIDATED COMMUNICATIONS                   |
| R    | 16869 | 6,125.40  | 10/23/26 | 20   | 1218 DM&J WASTE                                    |
| R    | 16870 | 10,000.00 | 10/23/26 | 20   | 0108 DORCAS LIBRARY ASSOCIATION                    |
| R    | 16871 | 7,366.05  | 10/23/26 | 20   | 0177 DRUMMOND WOODSUM                              |
| R    | 16872 | 2,405.02  | 10/23/26 | 20   | 0341 EAGLE POINT ENERGY CENTER, LLC                |
| R    | 16873 | 400.00    | 10/23/26 | 20   | 0125 EASTERN AGENCY ON AGING                       |
| R    | 16874 | 377.48    | 10/23/26 | 20   | 0134 ELLSWORTH AMERICAN                            |
| R    | 16875 | 400.00    | 10/23/26 | 20   | 1699 FAMILIES FIRST COMMUNITY CENTER               |
| R    | 16876 | 1,711.34  | 10/23/26 | 20   | 0152 FIRE TECH & SAFETY OF NEW ENGLAND             |
| R    | 16877 | 400.00    | 10/23/26 | 20   | 0396 FRIENDS OF DIXON CLINIC                       |
| R    | 16878 | 8,000.00  | 10/23/26 | 20   | 0209 GOULDSBORO HISTORICAL SOCIETY                 |
| R    | 16879 | 100.00    | 10/23/26 | 20   | 0100 HANCOCK COUNTY REGISTRY OF DEEDS              |
| R    | 16880 | 13.00     | 10/23/26 | 20   | 0195 HARMON'S                                      |
| R    | 16881 | 14,413.32 | 10/23/26 | 20   | 0338 HARRISON SHRADER ENTERPRISES, LLC             |
| R    | 16882 | 25.00     | 10/23/26 | 20   | 0389 JEROME POTTER                                 |
| R    | 16883 | 950.00    | 10/23/26 | 20   | 0823 JOHN LORENZ PH.D.                             |
| R    | 16884 | 333.86    | 10/23/26 | 20   | 1221 KNOWLES ELECTRIC                              |
| R    | 16885 | 14,367.06 | 10/23/26 | 20   | 0294 MAINE MUNICIPAL EMPL HEALTH TRUST             |
| R    | 16886 | 40.00     | 10/23/26 | 20   | 1450 MAINE MUNICIPAL TAX COLLECTORS                |
| R    | 16887 | 20.00     | 10/23/26 | 20   | 1382 MICHAEL PINKHAM SR.                           |
| R    | 16888 | 400.00    | 10/23/26 | 20   | 0103 NORTHERN LIGHT HOME CARE & HOSPICE FOUNDATION |
| R    | 16889 | 1,400.00  | 10/23/26 | 20   | 1684 NORTHERN LIGHT MEDICAL TRANSPORT              |
| R    | 16890 | 30.00     | 10/23/26 | 20   | 0316 OAK GROVE SPRING WATER                        |
| R    | 16891 | 180.00    | 10/23/26 | 20   | 0365 RAY PLUMBING COMPANY                          |
| R    | 16892 | 54.46     | 10/23/26 | 20   | 0721 ROY D. GOTT - CHARYBDIS COMPUTER SERV         |
| R    | 16893 | 13,800.00 | 10/23/26 | 20   | 1869 SCHOODIC FOOD PANTRY                          |
| R    | 16894 | 50.00     | 10/23/26 | 20   | 0834 SECRETARY OF STATE                            |
| R    | 16895 | 1,305.00  | 10/23/26 | 20   | 0373 SKILLCLOUD CONSULTING GROUP,LLC               |
| R    | 16896 | 1,153.46  | 10/23/26 | 20   | 0345 STATEWIDE ENERGY                              |
| R    | 16897 | 28,355.19 | 10/23/26 | 20   | 0242 STRYKER SALES, LLC                            |
| R    | 16898 | 400.00    | 10/23/26 | 20   | 0394 SWEETSER                                      |
| R    | 16899 | 400.00    | 10/23/26 | 20   | 1701 THE LIFEFLIGHT FOUNDATION                     |
| R    | 16900 | 691.73    | 10/23/26 | 20   | 1597 TRIDENT ARMORY, INC.                          |
| R    | 16901 | 445.14    | 10/23/26 | 20   | 1281 US BANK EQUIPMENT FINANCE                     |
| R    | 16902 | 1,445.36  | 10/23/26 | 20   | 0028 VERSANT POWER                                 |

| Type         | Check | Amount            | Date     | Wrnt | Payee                      |
|--------------|-------|-------------------|----------|------|----------------------------|
| R            | 16903 | 400.00            | 10/23/26 | 20   | 1634 WIC NUTRITION PROGRAM |
| <b>Total</b> |       | <b>125,140.96</b> |          |      |                            |

| <b>Count</b> |    |
|--------------|----|
| Checks       | 47 |
| Voids        | 0  |

Warrant 20

| Jrnl                                             | Check | Month | Invoice Description                             | Reference    |          |             |
|--------------------------------------------------|-------|-------|-------------------------------------------------|--------------|----------|-------------|
| Description                                      |       |       | Account                                         | Proj         | Amount   | Encumbrance |
| <b>00391 Alexandra Kaehrle</b>                   |       |       |                                                 |              |          |             |
| 0174                                             | 16861 | 10    | 10/07/2026                                      | MMA CONV     |          |             |
| MMA CONV                                         |       |       | E 50-01-40-04                                   |              | 188.48   | 0.00        |
|                                                  |       |       | PUBLIC WORKS / MAINTENANCE - STAFF / TRAINING   |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 188.48   |             |
| <b>00014 ANDERSON MARINE &amp; HARDWARE</b>      |       |       |                                                 |              |          |             |
| 0174                                             | 16862 | 10    | 10/01/2026                                      | INV#001180   |          |             |
| PHWC MAINT                                       |       |       | E 30-07-35-01                                   |              | 12.99    | 0.00        |
|                                                  |       |       | TOWNPROPERTY / PHWC - REPAIRS / BUILDINGS       |              |          |             |
| PD                                               |       |       | E 40-01-30-08                                   |              | 45.35    | 0.00        |
|                                                  |       |       | PUBLICSAFETY / POLICE - SUPPLIES / GENERAL      |              |          |             |
| HARBOR RESERVE                                   |       |       | E 87-01-90-01                                   |              | 69.95    | 0.00        |
|                                                  |       |       | HARBOR RES / HARBOR RES - RESERVES / EXPENSE    |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 128.29   |             |
| <b>00004 BILL ZOELICK</b>                        |       |       |                                                 |              |          |             |
| 0174                                             | 16863 | 10    | REIMBURSEMENT FOR TONER                         | 10/12/2026   |          |             |
| MISC EXPENSE                                     |       |       | G 2-300-49                                      |              | 286.64   | 0.00        |
|                                                  |       |       | SPECIAL REV / COMM ACTION                       |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 286.64   |             |
| <b>00911 BOUND TREE MEDICAL, LLC.</b>            |       |       |                                                 |              |          |             |
| 0174                                             | 16864 | 10    | ACCT#108214                                     | INV#86386845 |          |             |
| EMS Supplies                                     |       |       | E 40-03-30-14                                   |              | 157.66   | 0.00        |
|                                                  |       |       | PUBLICSAFETY / AMBULANCE - SUPPLIES / EMS       |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 157.66   |             |
| <b>01467 BRIANNA MITCHELL</b>                    |       |       |                                                 |              |          |             |
| 0174                                             | 16865 | 10    | POSTINGS SP TM WARRANT                          | 10/13/2026   |          |             |
| POSTINGS SP TM WARRANT                           |       |       | E 10-01-40-03                                   |              | 12.54    | 0.00        |
|                                                  |       |       | ADMIN / ADMIN - STAFF / TRAVEL                  |              |          |             |
| Invoice Total-                                   |       |       |                                                 |              | 12.54    |             |
| 0174                                             | 16865 | 10    | 10/1/26 - EMS flyers                            |              |          |             |
| deliver to POs                                   |       |       | E 10-01-40-03                                   |              | 12.54    | 0.00        |
|                                                  |       |       | ADMIN / ADMIN - STAFF / TRAVEL                  |              |          |             |
| Invoice Total-                                   |       |       |                                                 |              | 12.54    |             |
| 0174                                             | 16865 | 10    | MMA convention 10/7/26                          | 248 miles    |          |             |
| travel to Augusta                                |       |       | E 10-01-40-03                                   |              | 188.48   | 0.00        |
|                                                  |       |       | ADMIN / ADMIN - STAFF / TRAVEL                  |              |          |             |
| Invoice Total-                                   |       |       |                                                 |              | 188.48   |             |
| Vendor Total-                                    |       |       |                                                 |              | 213.56   |             |
| <b>00084 COLWELL DIESEL SERVICE &amp; GARAGE</b> |       |       |                                                 |              |          |             |
| 0174                                             | 16866 | 10    | 10/05/2026 FD                                   | R10001569501 |          |             |
| TRANSMISSION 1999 INT                            |       |       | E 40-02-35-02                                   |              | 2,541.65 | 0.00        |
|                                                  |       |       | PUBLICSAFETY / FIRE DEPT. - REPAIRS / EQUIPMENT |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 2,541.65 |             |
| <b>00086 COMMUNITY HEALTH &amp; COUNSELING</b>   |       |       |                                                 |              |          |             |
| 0174                                             | 16867 | 10    | TOWN APPROPRIATION                              | ARTICLE #19  |          |             |
| TOWN APPROPRIATION                               |       |       | E 60-02-50-11                                   |              | 400.00   | 0.00        |
|                                                  |       |       | CHARITABLE / CHCS - MISC. / MISC                |              |          |             |
| Vendor Total-                                    |       |       |                                                 |              | 400.00   |             |

Warrant 20

| Jrnl                                        | Check | Month | Invoice Description                                   | Reference       |           |             |
|---------------------------------------------|-------|-------|-------------------------------------------------------|-----------------|-----------|-------------|
| Description                                 |       |       | Account                                               | Proj            | Amount    | Encumbrance |
| <b>001004 CONSOLIDATED COMMUNICATIONS</b>   |       |       |                                                       |                 |           |             |
| 0174                                        | 16868 | 10    | 10/03/2026                                            | #118715684464   |           |             |
| PD Internet                                 |       |       | E 30-05-15-02                                         |                 | 259.36    | 0.00        |
|                                             |       |       | TOWNPROPERTY / FIRESTATION2 - UTILITIES / COMMUNICATE |                 |           |             |
| Vendor Total-                               |       |       |                                                       |                 | 259.36    |             |
| <b>01218 DM&amp;J WASTE</b>                 |       |       |                                                       |                 |           |             |
| 0174                                        | 16869 | 10    | 09/28/2026                                            | INV#165426      |           |             |
| 5.07 T @ \$125.00                           |       |       | E 50-07-20-25                                         |                 | 366.00    | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| ROLLOFF transport fee                       |       |       | E 50-07-20-25                                         |                 | 872.00    | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| 2 FUEL & ENV FEE                            |       |       | E 50-07-20-25                                         |                 | 69.76     | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| Invoice Total-                              |       |       |                                                       |                 | 1,307.76  |             |
| 0174                                        | 16869 | 10    | 10/05/2026                                            | INV#165562      |           |             |
| 5.36 T @ \$125.00                           |       |       | E 50-07-20-25                                         |                 | 670.00    | 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     |                 |           |             |
| 9.19 T X \$125.00                           |       |       | E 50-07-20-25                                         |                 | 1,148.75  | 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     |                 |           |             |
| FUEL ENV FEE                                |       |       | E 50-07-20-25                                         |                 | 69.76     | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| 3 CONT RENTAL SEPT                          |       |       | E 50-07-20-25                                         |                 | 465.00    | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| Invoice Total-                              |       |       |                                                       |                 | 3,225.51  |             |
| 0174                                        | 16869 | 10    | 10/12/2026                                            | INV#165736      |           |             |
| 8.97 T @ \$125.00                           |       |       | E 50-07-20-25                                         |                 | 1,121.25  | 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     |                 |           |             |
| FUEL & ENV FEE                              |       |       | E 50-07-20-25                                         |                 | 34.88     | 0.00        |
|                                             |       |       | PUBLIC WORKS / TRANSFER STA - SERVICES / DISPOSAL     |                 |           |             |
| Invoice Total-                              |       |       |                                                       |                 | 1,592.13  |             |
| Vendor Total-                               |       |       |                                                       |                 | 6,125.40  |             |
| <b>00108 DORCAS LIBRARY ASSOCIATION</b>     |       |       |                                                       |                 |           |             |
| 0174                                        | 16870 | 10    | TOWN APPROPRIATION                                    | ARTICLE #16     |           |             |
| TOWN APPROPRIATION                          |       |       | E 65-44-50-11                                         |                 | 10,000.00 | 0.00        |
|                                             |       |       | PROJECTS / DORCAS - MISC. / MISC                      |                 |           |             |
| Vendor Total-                               |       |       |                                                       |                 | 10,000.00 |             |
| <b>00177 DRUMMOND WOODSUM</b>               |       |       |                                                       |                 |           |             |
| 0174                                        | 16871 | 10    | 10/19/2026                                            | INV#949965      |           |             |
| GENERAL REP.                                |       |       | E 95-01-90-01                                         |                 | 7,366.05  | 0.00        |
|                                             |       |       | LEGAL & EXEC / LEGAL RES - RESERVES / EXPENSE         |                 |           |             |
| Vendor Total-                               |       |       |                                                       |                 | 7,366.05  |             |
| <b>00341 EAGLE POINT ENERGY CENTER, LLC</b> |       |       |                                                       |                 |           |             |
| 0174                                        | 16872 | 10    | 09/25/26                                              | INV#6959 BYPASS |           |             |
| 7.68 T X \$92.75                            |       |       | E 50-05-20-15                                         |                 | 712.32    | 0.00        |
|                                             |       |       | PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP   |                 |           |             |

Warrant 20

| Jrnl                                                | Check | Month | Invoice Description | Reference       |          |             |
|-----------------------------------------------------|-------|-------|---------------------|-----------------|----------|-------------|
| Description                                         |       |       | Account             | Proj            | Amount   | Encumbrance |
| Invoice Total-                                      |       |       |                     |                 | 712.32   |             |
| 0174                                                | 16872 | 10    | 09/18/2026          | INV#6916 BYPASS |          |             |
| 7.78 T X \$92.75                                    |       |       | E 50-05-20-15       |                 | 721.60   | 0.00        |
| PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP |       |       |                     |                 |          |             |
| Invoice Total-                                      |       |       |                     |                 | 721.60   |             |
| 0174                                                | 16872 | 10    | 09/11/2026          | SCHOODIC        |          |             |
| 7.46 T X \$92.75                                    |       |       | E 50-05-20-15       |                 | 691.92   | 0.00        |
| PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP |       |       |                     |                 |          |             |
| Invoice Total-                                      |       |       |                     |                 | 691.92   |             |
| 0174                                                | 16872 | 10    | 09/12/2026          | OLD SCHOOL      |          |             |
| 3.01 T X \$92.75                                    |       |       | E 50-05-20-15       |                 | 279.18   | 0.00        |
| PUBLIC WORKS / SW & RECYCLE - SERVICES / WASTE DISP |       |       |                     |                 |          |             |
| Invoice Total-                                      |       |       |                     |                 | 279.18   |             |
| Vendor Total-                                       |       |       |                     |                 | 2,405.02 |             |
| 00125 EASTERN AGENCY ON AGING                       |       |       |                     |                 |          |             |
| 0174                                                | 16873 | 10    | TOWN APPROPRIATION  | ARTICLE #19     |          |             |
| TOWN APPROPRIATION                                  |       |       | E 60-06-50-11       |                 | 400.00   | 0.00        |
| CHARITABLE / EASTERN AREA - MISC. / MISC            |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 400.00   |             |
| 00134 ELLSWORTH AMERICAN                            |       |       |                     |                 |          |             |
| 0174                                                | 16874 | 10    | Acct#: 1582         | INV#630539      |          |             |
| Town Office Ads                                     |       |       | E 10-01-20-02       |                 | 377.48   | 0.00        |
| ADMIN / ADMIN - SERVICES / ADVERTISING              |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 377.48   |             |
| 001699 FAMILIES FIRST COMMUNITY CENTER              |       |       |                     |                 |          |             |
| 0174                                                | 16875 | 10    | TOWN APPROPRIATION  | ARTICLE #19     |          |             |
| TOWN APPROPRIATION                                  |       |       | E 60-23-50-11       |                 | 400.00   | 0.00        |
| CHARITABLE / FFCC - MISC. / MISC                    |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 400.00   |             |
| 00152 FIRE TECH & SAFETY OF NEW ENGLAND             |       |       |                     |                 |          |             |
| 0174                                                | 16876 | 10    | 10/02/2026          | INV#IN027949    |          |             |
| NFFPA/NIOSH                                         |       |       | E 40-02-35-02       |                 | 1,711.34 | 0.00        |
| PUBLICSAFETY / FIRE DEPT. - REPAIRS / EQUIPMENT     |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 1,711.34 |             |
| 00396 FRIENDS OF DIXON CLINIC                       |       |       |                     |                 |          |             |
| 0174                                                | 16877 | 10    | TOWN APPROPRIATION  | ARTICLE #19     |          |             |
| TOWN APPROPRIATION                                  |       |       | E 60-40-50-11       |                 | 400.00   | 0.00        |
| CHARITABLE / DIXON - MISC. / MISC                   |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 400.00   |             |
| 00209 GOULDSBORO HISTORICAL SOCIETY                 |       |       |                     |                 |          |             |
| 0174                                                | 16878 | 10    | TOWN APPROPRIATION  | ARTICLE #17     |          |             |
| TOWN APPROPRIATION                                  |       |       | E 65-45-50-11       |                 | 8,000.00 | 0.00        |
| PROJECTS / HISTORICAL - MISC. / MISC                |       |       |                     |                 |          |             |
| Vendor Total-                                       |       |       |                     |                 | 8,000.00 |             |
| 00100 HANCOCK COUNTY REGISTRY OF DEEDS              |       |       |                     |                 |          |             |
| 0174                                                | 16879 | 10    | 4 LIEN DISCHARGES   | 4 DISCHARGES    |          |             |
| recording/discharge                                 |       |       | R 04-01             |                 | 100.00   | 0.00        |
| SERVICE CHG - LIEN FEES                             |       |       |                     |                 |          |             |

| Jrnl                                    | Check | Month | Invoice Description                             | Reference    |                    |
|-----------------------------------------|-------|-------|-------------------------------------------------|--------------|--------------------|
| Description                             |       |       | Account                                         | Proj         | Amount Encumbrance |
|                                         |       |       | Vendor Total-                                   |              | 100.00             |
| 00195 HARMON'S                          |       |       |                                                 |              |                    |
| 0174                                    | 16880 | 10    | CARWASH PD 10/06/26                             | INV#217455   |                    |
| CARWASH PD                              |       |       | E 40-01-30-04                                   |              | 13.00 0.00         |
|                                         |       |       | PUBLICSAFETY / POLICE - SUPPLIES / VEH MAINT    |              |                    |
|                                         |       |       | Vendor Total-                                   |              | 13.00              |
| 00338 HARRISON SHRADER ENTERPRISES, LLC |       |       |                                                 |              |                    |
| 0174                                    | 16881 | 10    | 10/13/2026 FD                                   | INV#F-251120 |                    |
| STEPHEN & TABITHA KING                  |       |       | G 2-300-48                                      |              | 10,085.56 0.00     |
|                                         |       |       | SPECIAL REV / KING GRANT                        |              |                    |
|                                         |       |       | Invoice Total-                                  |              | 10,085.56          |
| 0174                                    | 16881 | 10    | 10/08/2026 FD                                   | INV#F-251106 |                    |
| TURNOUT GEAR                            |       |       | E 40-02-30-15                                   |              | 4,327.76 0.00      |
|                                         |       |       | PUBLICSAFETY / FIRE DEPT. - SUPPLIES / SP EQUIP |              |                    |
|                                         |       |       | Invoice Total-                                  |              | 4,327.76           |
|                                         |       |       | Vendor Total-                                   |              | 14,413.32          |
| 00389 JEROME POTTER                     |       |       |                                                 |              |                    |
| 0174                                    | 16882 | 10    | BLDG PRMT APP FEE REFUND                        | 10/14/2026   |                    |
| BLDG PRMT APP FEE REFUND                |       |       | R 02-06                                         |              | 25.00 0.00         |
|                                         |       |       | LICENSES - BP APP FEE                           |              |                    |
|                                         |       |       | Vendor Total-                                   |              | 25.00              |
| 00823 JOHN LORENZ PH.D.                 |       |       |                                                 |              |                    |
| 0174                                    | 16883 | 10    | 10/08/2026 PD                                   | A.COREY      |                    |
| PRE EMP EVAL                            |       |       | E 40-01-40-04                                   |              | 950.00 0.00        |
|                                         |       |       | PUBLICSAFETY / POLICE - STAFF / TRAINING        |              |                    |
|                                         |       |       | Vendor Total-                                   |              | 950.00             |
| 01221 KNOWLES ELECTRIC                  |       |       |                                                 |              |                    |
| 0174                                    | 16884 | 10    | 10/07/2026                                      | INV#13770    |                    |
| HARBOR PIER                             |       |       | E 87-01-90-01                                   |              | 333.86 0.00        |
|                                         |       |       | HARBOR RES / HARBOR RES - RESERVES / EXPENSE    |              |                    |
|                                         |       |       | Vendor Total-                                   |              | 333.86             |
| 00294 MAINE MUNICIPAL EMPL HEALTH TRUST |       |       |                                                 |              |                    |
| 0174                                    | 16885 | 10    | Nov26 PAYMENT                                   |              |                    |
| HEALTH - EMPLOYER                       |       |       | E 53-01-25-07                                   |              | 12,653.19 0.00     |
|                                         |       |       | INSURANCE / INSURANCE - INSURANCE / HEALTH      |              |                    |
| HEALTH - EMPLOYEE                       |       |       | G 1-220-07                                      |              | 1,029.73 0.00      |
|                                         |       |       | GENERAL FUND / HEALTH W/H                       |              |                    |
| DENTAL- EMPLOYEE                        |       |       | G 1-220-06                                      |              | 465.39 0.00        |
|                                         |       |       | GENERAL FUND / DENTAL W/H                       |              |                    |
| SUPP LIFE- EMPLOYEE                     |       |       | G 1-220-14                                      |              | 20.40 0.00         |
|                                         |       |       | GENERAL FUND / SUPPL LIFE                       |              |                    |
| IPP - EMPLOYEE                          |       |       | G 1-220-10                                      |              | 150.50 0.00        |
|                                         |       |       | GENERAL FUND / INCOME PROT                      |              |                    |
| VISION - EMPLOYEE                       |       |       | G 1-220-08                                      |              | 30.15 0.00         |
|                                         |       |       | GENERAL FUND / VISION W/H                       |              |                    |
| DEP LIFE - EMPLOYEE                     |       |       | G 1-220-09                                      |              | 17.70 0.00         |
|                                         |       |       | GENERAL FUND / DEP LIFE W/H                     |              |                    |
|                                         |       |       | Vendor Total-                                   |              | 14,367.06          |
| 01450 MAINE MUNICIPAL TAX COLLECTORS    |       |       |                                                 |              |                    |

Warrant 20

| Jrnl                                                | Check         | Month | Invoice Description | Reference   | Amount   | Encumbrance |
|-----------------------------------------------------|---------------|-------|---------------------|-------------|----------|-------------|
| Description                                         | Account       | Proj  |                     |             |          |             |
| 0174                                                | 16886         | 10    | 10/06/2026 KAREN    | #1000515765 |          |             |
| MMTCTA CASH MAN WEBINAR                             | E 10-01-40-04 |       |                     |             | 40.00    | 0.00        |
| ADMIN / ADMIN - STAFF / TRAINING                    |               |       |                     |             |          |             |
| Vendor Total-                                       |               |       |                     |             | 40.00    |             |
| 001382 MICHAEL PINKHAM SR.                          |               |       |                     |             |          |             |
| 0174                                                | 16887         | 10    | PHONE BILL          | SEPT 2026   |          |             |
| phone reimbursement                                 | E 20-12-15-02 |       |                     |             | 20.00    | 0.00        |
| SERVICES / SHELL - UTILITIES / COMMUNICATE          |               |       |                     |             |          |             |
| Vendor Total-                                       |               |       |                     |             | 20.00    |             |
| 00103 NORTHERN LIGHT HOME CARE & HOSPICE FOUNDATION |               |       |                     |             |          |             |
| 0174                                                | 16888         | 10    | TOWN APPROPRIATION  | ARTICLE #19 |          |             |
| TOWN APPROPRIATION                                  | E 60-38-50-11 |       |                     |             | 400.00   | 0.00        |
| CHARITABLE / NLHOSPICE - MISC. / MISC               |               |       |                     |             |          |             |
| Vendor Total-                                       |               |       |                     |             | 400.00   |             |
| 01684 NORTHERN LIGHT MEDICAL TRANSPORT              |               |       |                     |             |          |             |
| 0174                                                | 16889         | 10    | 10/13/2026          | RUN#37014   |          |             |
| ALS BACKUP                                          | E 40-03-20-27 |       |                     |             | 280.00   | 0.00        |
| PUBLICSAFETY / AMBULANCE - SERVICES / CONTRACTOR    |               |       |                     |             |          |             |
| Invoice Total-                                      |               |       |                     |             | 280.00   |             |
| 0174                                                | 16889         | 10    | 10/13/2026          | RUN#42337   |          |             |
| ALS BACKUP                                          | E 40-03-20-27 |       |                     |             | 280.00   | 0.00        |
| PUBLICSAFETY / AMBULANCE - SERVICES / CONTRACTOR    |               |       |                     |             |          |             |
| Invoice Total-                                      |               |       |                     |             | 280.00   |             |
| 0174                                                | 16889         | 10    | 10/13/26            | RUN#39446   |          |             |
| ALS BACKUP                                          | E 40-03-20-27 |       |                     |             | 280.00   | 0.00        |
| PUBLICSAFETY / AMBULANCE - SERVICES / CONTRACTOR    |               |       |                     |             |          |             |
| Invoice Total-                                      |               |       |                     |             | 280.00   |             |
| 0174                                                | 16889         | 10    | 10/13/2026          | RUN#39123   |          |             |
| ALS BACKUP                                          | E 40-03-20-27 |       |                     |             | 280.00   | 0.00        |
| PUBLICSAFETY / AMBULANCE - SERVICES / CONTRACTOR    |               |       |                     |             |          |             |
| Invoice Total-                                      |               |       |                     |             | 280.00   |             |
| 0174                                                | 16889         | 10    | 10/13/2026          | RUN#38380   |          |             |
| ALS BACKUP                                          | E 40-03-20-27 |       |                     |             | 280.00   | 0.00        |
| PUBLICSAFETY / AMBULANCE - SERVICES / CONTRACTOR    |               |       |                     |             |          |             |
| Invoice Total-                                      |               |       |                     |             | 280.00   |             |
| Vendor Total-                                       |               |       |                     |             | 1,400.00 |             |
| 00316 OAK GROVE SPRING WATER                        |               |       |                     |             |          |             |
| 0174                                                | 16890         | 10    | 3 5-GAL BOT         | INV#332710  |          |             |
| 3 5-GAL BOT                                         | E 30-01-30-08 |       |                     |             | 30.00    | 0.00        |
| TOWNPROPERTY / TOWN OFFICE - SUPPLIES / GENERAL     |               |       |                     |             |          |             |
| Vendor Total-                                       |               |       |                     |             | 30.00    |             |
| 00365 RAY PLUMBING COMPANY                          |               |       |                     |             |          |             |
| 0174                                                | 16891         | 10    | 09/15/2026          | INV#359022  |          |             |
| REC. CTR. PORTA POT                                 | E 83-01-90-01 |       |                     |             | 180.00   | 0.00        |
| RECREATION / RECREATION - RESERVES / EXPENSE        |               |       |                     |             |          |             |
| Vendor Total-                                       |               |       |                     |             | 180.00   |             |
| 00721 ROY D. GOTT - CHARYBDIS COMPUTER SERV         |               |       |                     |             |          |             |
| 0174                                                | 16892         | 10    | 10/07/2026 EMS      | INV#6638    |          |             |

Warrant 20

| Jrnl                                          | Check | Month | Invoice Description                             | Reference      | Amount           | Encumbrance |
|-----------------------------------------------|-------|-------|-------------------------------------------------|----------------|------------------|-------------|
| Description                                   |       |       | Account                                         | Proj           |                  |             |
| EMS                                           |       |       | E 40-02-30-07                                   |                | 31.96            | 0.00        |
|                                               |       |       | PUBLICSAFETY / FIRE DEPT. - SUPPLIES / HARDWARE |                |                  |             |
|                                               |       |       | <b>Invoice Total-</b>                           |                | <b>31.96</b>     |             |
| 0174                                          | 16892 | 10    | 10/14/2026                                      | INV#6642       |                  |             |
| ADMIN                                         |       |       | E 10-01-30-07                                   |                | 22.50            | 0.00        |
|                                               |       |       | ADMIN / ADMIN - SUPPLIES / HARDWARE             |                |                  |             |
|                                               |       |       | <b>Invoice Total-</b>                           |                | <b>22.50</b>     |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>54.46</b>     |             |
| <b>001869 SCHOODIC FOOD PANTRY</b>            |       |       |                                                 |                |                  |             |
| 0174                                          | 16893 | 10    | TOWN APPROPRIATION                              | ARTICLE#18     |                  |             |
| TOWN APPROPRIATION                            |       |       | E 65-47-50-11                                   |                | 13,800.00        | 0.00        |
|                                               |       |       | PROJECTS / SCHOODIC - MISC. / MISC              |                |                  |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>13,800.00</b> |             |
| <b>00834 SECRETARY OF STATE</b>               |       |       |                                                 |                |                  |             |
| 0174                                          | 16894 | 10    | NOTARY APPLICATION                              | A. KAEHRLE     |                  |             |
| NOTARY APPLICATION                            |       |       | E 10-01-40-04                                   |                | 50.00            | 0.00        |
|                                               |       |       | ADMIN / ADMIN - STAFF / TRAINING                |                |                  |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>50.00</b>     |             |
| <b>00373 SKILLCLOUD CONSULTING GROUP, LLC</b> |       |       |                                                 |                |                  |             |
| 0174                                          | 16895 | 10    | inv#4930                                        | Sept2026       |                  |             |
| HR Hourly Support                             |       |       | E 95-01-90-01                                   |                | 1,305.00         | 0.00        |
|                                               |       |       | LEGAL & EXEC / LEGAL RES - RESERVES / EXPENSE   |                |                  |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>1,305.00</b>  |             |
| <b>00309 STATE OF MAINE</b>                   |       |       |                                                 |                |                  |             |
| 0174                                          | 16859 | 10    | 10/05-10/09/2026                                | M/V REPORT     |                  |             |
| REGISTRATION FEES                             |       |       | G 1-240-02                                      |                | 1,540.50         | 0.00        |
|                                               |       |       | GENERAL FUND / MV REG FEE                       |                |                  |             |
| SALES TAX                                     |       |       | G 1-240-03                                      |                | 489.50           | 0.00        |
|                                               |       |       | GENERAL FUND / MV SALES TAX                     |                |                  |             |
| TITLE FEES                                    |       |       | G 1-240-04                                      |                | 33.00            | 0.00        |
|                                               |       |       | GENERAL FUND / MV TITLE                         |                |                  |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>2,063.00</b>  |             |
| <b>00345 STATEWIDE ENERGY</b>                 |       |       |                                                 |                |                  |             |
| 0174                                          | 16896 | 10    | 10/14/2026 TOWN OFFICE                          | ACCT#200358    |                  |             |
| 90.6 G @ \$5.279                              |       |       | E 30-01-15-03                                   |                | 478.28           | 0.00        |
|                                               |       |       | TOWNPROPERTY / TOWN OFFICE - UTILITIES / HEAT   |                |                  |             |
|                                               |       |       | <b>Invoice Total-</b>                           |                | <b>478.28</b>    |             |
| 0174                                          | 16896 | 10    | 10/14/2026 PD & FS #2                           | ACCT#200360    |                  |             |
| 127.9 G @ \$5.279                             |       |       | E 30-05-15-03                                   |                | 675.18           | 0.00        |
|                                               |       |       | TOWNPROPERTY / FIRESTATION2 - UTILITIES / HEAT  |                |                  |             |
|                                               |       |       | <b>Invoice Total-</b>                           |                | <b>675.18</b>    |             |
|                                               |       |       | <b>Vendor Total-</b>                            |                | <b>1,153.46</b>  |             |
| <b>00242 STRYKER SALES, LLC</b>               |       |       |                                                 |                |                  |             |
| 0174                                          | 16897 | 10    | 10/05/2026                                      | INV#9213894212 |                  |             |
| NIBP CUFFS                                    |       |       | E 81-01-90-01                                   |                | 131.85           | 0.00        |
|                                               |       |       | AMBULANCE / AMBULANCE - RESERVES / EXPENSE      |                |                  |             |
|                                               |       |       | <b>Invoice Total-</b>                           |                | <b>131.85</b>    |             |
| 0174                                          | 16897 | 10    | 09/28/2026                                      | INV#9213803027 |                  |             |

| Jrnl                            | Check | Month | Invoice Description                         | Reference      |                    |
|---------------------------------|-------|-------|---------------------------------------------|----------------|--------------------|
| Description                     |       |       | Account                                     | Proj           | Amount Encumbrance |
| LUCAS 3, 3.1                    |       |       | E 81-01-90-01                               |                | 20,546.10 0.00     |
|                                 |       |       | AMBULANCE / AMBULANCE - RESERVES / EXPENSE  |                |                    |
|                                 |       |       | Invoice Total-                              |                | 20,546.10          |
| 0174                            | 16897 | 10    | 09/28/2026                                  | INV#9213797714 |                    |
| LUCAS BATTERY CHARGER           |       |       | E 81-01-90-01                               |                | 1,750.84 0.00      |
|                                 |       |       | AMBULANCE / AMBULANCE - RESERVES / EXPENSE  |                |                    |
|                                 |       |       | Invoice Total-                              |                | 1,750.84           |
| 0174                            | 16897 | 10    | 09/29/2026                                  | INV#9213818038 |                    |
| EMERGENCY CARE                  |       |       | E 81-01-90-01                               |                | 5,926.40 0.00      |
|                                 |       |       | AMBULANCE / AMBULANCE - RESERVES / EXPENSE  |                |                    |
|                                 |       |       | Invoice Total-                              |                | 5,926.40           |
|                                 |       |       | Vendor Total-                               |                | 28,355.19          |
| 00394 SWEETSER                  |       |       |                                             |                |                    |
| 0174                            | 16898 | 10    | TOWN APPROPRIATION                          | ARTICLE #19    |                    |
| TOWN APPROPRIATION              |       |       | E 60-39-50-11                               |                | 400.00 0.00        |
|                                 |       |       | CHARITABLE / SWEETSER - MISC. / MISC        |                |                    |
|                                 |       |       | Vendor Total-                               |                | 400.00             |
| 01701 THE LIFEFLIGHT FOUNDATION |       |       |                                             |                |                    |
| 0174                            | 16899 | 10    | TOWN APPROPRIATION                          | ARTICLE #19    |                    |
| TOWN APPROPRIATION              |       |       | E 60-13-50-11                               |                | 400.00 0.00        |
|                                 |       |       | CHARITABLE / LIFE FLIGHT - MISC. / MISC     |                |                    |
|                                 |       |       | Vendor Total-                               |                | 400.00             |
| 01597 TRIDENT ARMORY, INC.      |       |       |                                             |                |                    |
| 0174                            | 16900 | 10    | 10/01/2026                                  | INV#296946     |                    |
| Tactical gear                   |       |       | E 40-01-30-08                               |                | 633.75 0.00        |
|                                 |       |       | PUBLICSAFETY / POLICE - SUPPLIES / GENERAL  |                |                    |
|                                 |       |       | Invoice Total-                              |                | 633.75             |
| 0174                            | 16900 | 10    | 10/14/2026 PD                               | INV#296996     |                    |
| FRISK GLOVES                    |       |       | E 40-01-30-17                               |                | 57.98 0.00         |
|                                 |       |       | PUBLICSAFETY / POLICE - SUPPLIES / UNIFORMS |                |                    |
|                                 |       |       | Invoice Total-                              |                | 57.98              |
|                                 |       |       | Vendor Total-                               |                | 691.73             |
| 01281 US BANK EQUIPMENT FINANCE |       |       |                                             |                |                    |
| 0174                            | 16901 | 10    | TOWN OFC COPIER LEASE                       | INV#592791412  |                    |
| TOWN OFC COPIER LEASE           |       |       | E 10-01-30-01                               |                | 445.14 0.00        |
|                                 |       |       | ADMIN / ADMIN - SUPPLIES / COPIER/FEES      |                |                    |
|                                 |       |       | Vendor Total-                               |                | 445.14             |
| 00421 USPS                      |       |       |                                             |                |                    |
| 0174                            | 16857 | 10    | EMS & FY27 BUDGET MAILER                    | 10/06/2026     |                    |
| Postage-Newsletter              |       |       | E 10-01-20-08                               |                | 302.73 0.00        |
|                                 |       |       | ADMIN / ADMIN - SERVICES / NEWSLETTER       |                |                    |
|                                 |       |       | Invoice Total-                              |                | 302.73             |
| 0174                            | 16858 | 10    | PERMIT#4BULK MAIL 10/6/26                   | EMS FY27       |                    |
| Postage-EMS FY27                |       |       | E 81-01-90-01                               |                | 136.62 0.00        |
|                                 |       |       | AMBULANCE / AMBULANCE - RESERVES / EXPENSE  |                |                    |
|                                 |       |       | Invoice Total-                              |                | 136.62             |
|                                 |       |       | Vendor Total-                               |                | 439.35             |
| 00028 VERSANT POWER             |       |       |                                             |                |                    |

Warrant 20

| Jrnl                               | Check                                                  | Month | Invoice Description   | Reference      | Amount          | Encumbrance |
|------------------------------------|--------------------------------------------------------|-------|-----------------------|----------------|-----------------|-------------|
| Description                        | Account                                                | Proj  |                       |                |                 |             |
| 0174                               | 16902                                                  | 10    | 09/23/2026 FS#3       | ACCT#100569639 |                 |             |
| FIRE ST#3                          | E 30-06-15-01                                          |       |                       |                | 84.14           | 0.00        |
|                                    | TOWNPROPERTY / FIRESTATION3 - UTILITIES / ELECTRICITY  |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>84.14</b>    |             |
| 0174                               | 16902                                                  | 10    | 09/23/2026 FS#2       | INV#21363346   |                 |             |
| FIRE ST#2                          | E 30-05-15-01                                          |       |                       |                | 350.81          | 0.00        |
|                                    | TOWNPROPERTY / FIRESTATION2 - UTILITIES / ELECTRICITY  |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>350.81</b>   |             |
| 0174                               | 16902                                                  | 10    | 09/23/2026            | INV#21363352   |                 |             |
| TR STATION                         | E 30-10-15-01                                          |       |                       |                | 46.41           | 0.00        |
|                                    | TOWNPROPERTY / T STATION - UTILITIES / ELECTRICITY     |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>46.41</b>    |             |
| 0174                               | 16902                                                  | 10    | 09/25/2026 FS#1       | INV#21384416   |                 |             |
| FIRE ST #1                         | E 30-04-15-01                                          |       |                       |                | 194.44          | 0.00        |
|                                    | TOWNPROPERTY / FIRESTATION1 - UTILITIES / ELECTRICITY  |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>194.44</b>   |             |
| 0174                               | 16902                                                  | 10    | 09/25/2026            | INV#21384444   |                 |             |
| STREET LIGHTS                      | E 50-03-15-04                                          |       |                       |                | 678.88          | 0.00        |
|                                    | PUBLIC WORKS / STREETLIGHTS - UTILITIES / STREETLIGHTS |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>678.88</b>   |             |
| 0174                               | 16902                                                  | 10    | 09/25/2026            | INV#21384453   |                 |             |
| TOWN PARK                          | E 96-01-90-01                                          |       |                       |                | 22.41           | 0.00        |
|                                    | J STRATER RE / J STRATER RE - RESERVES / EXPENSE       |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>22.41</b>    |             |
| 0174                               | 16902                                                  | 10    | 09/28/2026            | INV#21388879   |                 |             |
| PH PIER                            | E 30-08-15-01                                          |       |                       |                | 68.27           | 0.00        |
|                                    | TOWNPROPERTY / PIER - UTILITIES / ELECTRICITY          |       |                       |                |                 |             |
|                                    | <b>Invoice Total-</b>                                  |       |                       |                | <b>68.27</b>    |             |
|                                    | <b>Vendor Total-</b>                                   |       |                       |                | <b>1,445.36</b> |             |
| <b>01755 WEX BANK</b>              |                                                        |       |                       |                |                 |             |
| 0174                               | 9999                                                   | 10    | ACCT:0496-00-677073-9 | INV#115357590  |                 |             |
| PD FUEL PURCHASES                  | E 40-01-30-03                                          |       |                       |                | 505.10          | 0.00        |
|                                    | PUBLICSAFETY / POLICE - SUPPLIES / VEHICLE FUEL        |       |                       |                |                 |             |
|                                    | <b>Vendor Total-</b>                                   |       |                       |                | <b>505.10</b>   |             |
| <b>01634 WIC NUTRITION PROGRAM</b> |                                                        |       |                       |                |                 |             |
| 0174                               | 16903                                                  | 10    | TOWN APPROPRIATION    | ARTICLE #19    |                 |             |
| TOWN APPROPRIATION                 | E 60-22-50-11                                          |       |                       |                | 400.00          | 0.00        |
|                                    | CHARITABLE / WIC - MISC. / MISC                        |       |                       |                |                 |             |
|                                    | <b>Vendor Total-</b>                                   |       |                       |                | <b>400.00</b>   |             |

Warrant 20

| Jrnl        | Check | Month | Invoice | Description    | Reference  |             |
|-------------|-------|-------|---------|----------------|------------|-------------|
| Description |       |       | Account | Proj           | Amount     | Encumbrance |
|             |       |       |         | Prepaid Total- | 3,007.45   |             |
|             |       |       |         | Current Total- | 122,133.51 |             |
|             |       |       |         | EFT Total-     | 0.00       |             |
|             |       |       |         | Warrant Total- | 125,140.96 |             |

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 |                   |



**Town of Gouldsboro**  
**Resolution Establishing the Gouldsboro Education Finance Advisory Committee**

**Purpose**

The Town of Gouldsboro is a member municipality of Regional School Unit No. 24 (RSU 24). Under Maine law, the governance of RSU 24, including development and adoption of the annual school budget, is the responsibility of the RSU Board of Directors. Final approval of the annual budget rests with the voters of the member municipalities through the RSU budget validation referendum.

The Select Board recognizes that education expenditures represent the largest single component of the annual property tax burden and that many residents have expressed interest in better understanding current and future school costs. While the Select Board has no authority to establish, amend, or direct the RSU budget, it believes informed public participation and communication are beneficial.

Accordingly, the Select Board hereby establishes the Gouldsboro Education Finance Advisory Committee.

**1. Establishment**

The Gouldsboro Education Finance Advisory Committee ("Committee") is established as an advisory committee to the Gouldsboro Select Board. The Committee shall serve solely in an advisory capacity and shall possess no legislative, administrative, financial, or policymaking authority.

**2. Mission**

The mission of the Committee is to:

- Increase public understanding of the RSU 24 budget process.
- Review annual education expenditures and long-term financial trends.
- Examine factors affecting Gouldsboro's annual RSU assessment.
- Gather publicly available financial and operational information regarding RSU 24.
- Identify opportunities, if any, for increased efficiency or cost containment.
- Serve as a communication resource between interested citizens and the Select Board.
- Provide reports and recommendations to the Select Board for its consideration.

**3. Scope**

The Committee may:

- Review publicly available RSU budgets, financial reports, audits, enrollment data, and other relevant information.

- Attend RSU Board meetings, budget workshops, and public hearings.
- Invite RSU officials or other knowledgeable individuals to provide information.
- Compare educational spending trends with other districts when appropriate.
- Prepare written reports and recommendations.

The Committee shall not:

- Speak or negotiate on behalf of the Town unless specifically authorized by the Select Board.
- Direct or supervise RSU employees or officials.
- Request confidential or non-public records.
- Commit Town funds or obligate the Town in any manner.

#### **4. Membership**

The Committee shall consist of five (5) to seven (7) members appointed by the Select Board. Appointments should, when practicable, reflect a diversity of perspectives and experience, including residents with backgrounds or interests in:

- Finance or accounting
- Education
- Municipal government
- Business
- General citizen representation

Members shall serve at the pleasure of the Select Board.

The Select Board may remove members and fill vacancies at any time.

#### **5. Organization**

The Committee shall elect a Chair annually.

The Committee may establish its own meeting schedule.

Meetings shall comply with applicable provisions of Maine's Freedom of Access Act.

Town staff may provide reasonable administrative assistance as available, but the Committee shall otherwise function independently.

#### **6. Reports**

The Committee shall periodically report its findings to the Select Board.

The Committee should, whenever practical, prepare an annual report summarizing:

- Major findings;
- Budget trends;
- Significant issues affecting Gouldsboro taxpayers;
- Recommendations for future consideration.

The Committee's recommendations are advisory only and shall not constitute Town policy unless adopted by the Select Board.

#### **7. Relationship to RSU 24**

Nothing in this Resolution shall be construed as granting the Committee authority over RSU 24, its Board of Directors, its administration, or its budget process.

The Committee recognizes that the governance of RSU 24 is established by Maine law and that any recommendations concerning educational funding or governance may require action by the RSU Board, the Legislature, or the voters of the member municipalities.

#### **8. Sunset Review**

The Select Board shall review the continued need for the Committee no later than three (3) years following its establishment and may continue, amend, or dissolve the Committee at any time.

#### **Effective Date**

This Resolution shall become effective immediately upon adoption by the Gouldsboro Select Board.

**Adopted by the Gouldsboro Select Board this 30<sup>th</sup> day of July, 2026.**

**Attested:**

A handwritten signature in black ink, appearing to read "Brianna L. Mitchell", is written over a horizontal line.

***Brianna L. Mitchell***

***Town Clerk of Gouldsboro***



**TOWN OF GOULDSBORO**

**AMENDMENT TO RESOLUTION**

Education Finance Advisory Committee — Section 4 (Membership)

WHEREAS, the Gouldsboro Select Board established the Gouldsboro Education Finance Advisory Committee by resolution on July 30, 2026; and

WHEREAS, Section 4 of that resolution provides for five (5) to seven (7) appointed members; and

WHEREAS, the Select Board wishes to allow the Committee to commence its advisory work with a smaller initial membership while continuing to welcome additional qualified volunteers;

NOW, THEREFORE, BE IT RESOLVED that the first sentence of Section 4 (Membership) is amended to read:

**“The Committee shall consist of three (3) to seven (7) members appointed by the Select Board.”**

All remaining provisions of Section 4 and all other sections of the establishing resolution remain unchanged and in full force and effect.

This amendment shall take effect immediately upon adoption by the Gouldsboro Select Board.

Adopted by the Gouldsboro Select Board on October 22, 2026.

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Robert Harmon, Chair, Gouldsboro Select Board

Attest: \_\_\_\_\_

Brianna L. Mitchell, Town Clerk



## TOWN OF GOULDSBORO

### EDUCATION FINANCE ADVISORY COMMITTEE

#### Volunteer Application and Onboarding Acknowledgment

Thank you for your interest in serving. This short application helps the Select Board evaluate volunteers consistently. Appointment is at the discretion of the Select Board.

Name: David Allen

Gouldsboro physical address: 9 Lois Lane (Raw Land)

Phone: (207)546-0492

Email: Dim.allen22@gmail.com

How long have you been a Gouldsboro resident? Owned land for 5 years

Why would you like to serve on this committee? I plan on raising my family here once my lady and I can buy a house or build.

I currently have a kiddo who attends Sumner, I love to run numbers short term and long term and most importantly I want to serve the community I was raised in.

Relevant experience, interests, or previous community service (optional): \_\_\_\_\_

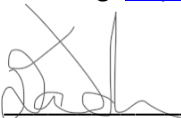
Do you currently have an employment, contractual, or other financial relationship with RSU 24 or the Town that may relate to this committee's work? ☐ No ☒ Yes (please describe below)

I coach the Sumner Middle School girls Basketball team

I understand that the committee is advisory, does not direct RSU 24 or commit Town funds, and must conduct its public business in accordance with Maine's Freedom of Access Act (FOAA).

☒ If appointed, I agree to complete the Town-required FOAA orientation promptly and before participating in substantive committee business, review the State's materials, and submit a signed training completion certification (attached) to the Town Clerk.

State FOAA training: <https://www.maine.gov/foaa/faq/index.shtml>

Signature:  Date: 10/20/26

Note: Applications and appointment materials may be public records under Maine law. The Town will provide committee materials and instructions after appointment.

## TOWN OF GOULDSBORO

### EDUCATION FINANCE ADVISORY COMMITTEE

#### Volunteer Application and Onboarding Acknowledgment

Thank you for your interest in serving. This short application helps the Select Board evaluate volunteers consistently. Appointment is at the discretion of the Select Board.

Name: Charles (Chuck) Cote

Gouldsboro physical address: 85 Chicken Mill Pond Rd

Phone: 603 260 1250

Email: ETOLL@AOL.com

How long have you been a Gouldsboro resident? 4 months + own 3 homes since 2018

Why would you like to serve on this committee? I have a deep understanding of Taxation and budgets

Relevant experience, interests, or previous community service (optional): Former N.H. State Rep  
Town Budget Com, Planning board, ZBA,  
Multi business owner

Do you currently have an employment, contractual, or other financial relationship with RSU 24 or the Town that may relate to this committee's work? ☒ No ☐ Yes (please describe below)

I understand that the committee is advisory, does not direct RSU 24 or commit Town funds, and must conduct its public business in accordance with Maine's Freedom of Access Act (FOAA).

☒ If appointed, I agree to complete the Town-required FOAA orientation promptly and before participating in substantive committee business, review the State's materials, and submit a signed training completion certification (attached) to the Town Clerk.

State FOAA training: <https://www.maine.gov/foaa/faq/index.shtml>

Signature:  Date: 10-14-26

Note: Applications and appointment materials may be public records under Maine law. The Town will provide committee materials and instructions after appointment.

**TOWN OF GOULDSBORO**  
**EDUCATION FINANCE ADVISORY COMMITTEE**

Volunteer Application and Onboarding Acknowledgment

Thank you for your interest in serving. This short application helps the Select Board evaluate volunteers consistently. Appointment is at the discretion of the Select Board.

Name: Michael V Jennings

Gouldsboro physical address: 81 Humber Road

Phone: 207 395 6202

Email: emichaeljennings@gmail.com

How long have you been a Gouldsboro resident? purchased the property in 1983, built a cottage in 2016

Why would you like to serve on this committee? I think I can be helpful to the Select Board

Relevant experience, interests, or previous community service (optional): \_\_\_\_\_

Do you currently have an employment, contractual, or other financial relationship with RSU 24 or the Town that may relate to this committee's work? ☒ No ☐ Yes (please describe below)

I understand that the committee is advisory, does not direct RSU 24 or commit Town funds, and must conduct its public business in accordance with Maine's Freedom of Access Act (FOAA).

☒ If appointed, I agree to complete the Town-required FOAA orientation promptly and before participating in substantive committee business, review the State's materials, and submit a signed training completion certification (attached) to the Town Clerk.

State FOAA training: <https://www.maine.gov/foaa/faq/index.shtm!>

Signature: MVJ Date: 13 October 2026

Note: Applications and appointment materials may be public records under Maine law. The Town will provide committee materials and instructions after appointment.

Patricia Moore  
30 Guzzle Road  
Gouldsboro, ME 04607  
(207) 460-3481  
[Triciamoore70@gmail.com](mailto:Triciamoore70@gmail.com)

October 19, 2026

To the Members of the Select Board

**Subject:** Gouldsboro Education Finance Committee

My name is Patricia Moore and I am writing to introduce myself as a candidate for the newly established Education Finance Committee. I am a lifetime resident of Gouldsboro, with three daughters that graduated from Sumner Memorial High School. During that time I was involved with the middle school volunteering, fundraising and holding the President position of the PTC for numerous years.

Past experience of Business Management includes working with Excel and Quickbooks. Previous employment, I was the Quality Control Manager overseeing various shifts that included training employees, inspections and working with State and Federal Inspectors for annual reports. Current certificates include HACCP, Internal Auditor and a course in Recirculating Aquaculture Systems.

I would like to be involved with the committee and learn how to understand the trends, budget, financial and operational information of our RSU 24. This would allow me the opportunity to pass along information and discuss concerns from our town to our Select Committee.

I believe these experiences align closely with the goals and current priorities of the Education Finance Committee.

I look forward to the possibility of working together and would welcome the chance to connect briefly at your convenience.

Respectfully yours,

Patricia Moore



town manager <town.manager@gouldsborotown.com>

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## Budget Committee candidate

1 message

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**Jacqueline Weaver** <jweaver61@yahoo.com>

Mon, Sep 28, 2026 at 9:42 AM

To: Josh McIntyre <town.manager@gouldsborotown.com>

I am proposing we appoint the following resident as a member of the Budget Committee:

Rick Schauerte  
[708 South Gouldsboro Road](#)  
[Gouldsboro 04607](#)  
207-422-4067

Rick has been self employed most of his work life in metal fabrication, engineering, machining -- all aspects of automotive repair and restoration. He currently works parttime at Hinckley Yachts and has his own auto restoraion business on his property.

"I have avoided any major confrontations with the IRS, and I don't owe anybody any money, so I guess I understand budgeting to some degree. If I can be helpful, I will volunteer. Thank you for the offer."



**To:** Gouldsboro Select Board

**From:** Brianna Mitchell, Town Clerk

**Date:** October 22, 2026

**Subject:** Discussion to make amendments to the Employee Personnel Policy – Holiday Observance and Four-Day Workweek.

## **Purpose**

Request discussion to make amendments to the Town of Gouldsboro Employee Personnel Policy in preparation for the transition to a four-day workweek beginning November 9, 2026. The approved Town Office schedule will be Monday through Thursday, 7:45AM to 5PM, with the office closed for lunch from 12:15PM to 1PM and closed on Fridays. Allowing front office employees to clock in at 7:30AM to prepare the office for opening at the start of the workday.

## **Issues for Discussion**

The current Personnel Policy provides eligible employees with one paid day off for each designated holiday, based on their regular work schedule. It provides 8 hours of holiday pay for employees on a five-day schedule and 10 hours for employees on a four-day schedule. The transition raises questions about how holidays that fall on Fridays will be observed, how holiday pay will be administered, and whether the definition of full-time employment should be revised. The alternatives below are intended to preserve the current holiday benefit structure and ensure employees do not lose benefits.

## **Alternative Approaches for Board Discussion**

### **Option 1 – Observe Friday Holidays on Thursday**

When a designated holiday falls on a Friday, the Town would observe the holiday on the preceding Thursday. This would establish a consistent approach and provide eligible employees with a scheduled day off in recognition of the holiday.

### **Option 2 – Floating Holiday**

When a designated holiday falls on a regularly scheduled day off, eligible employees would receive a floating holiday to use on another regularly scheduled workday. The floating holiday would require advance approval from the Town Manager and/or Town Clerk to ensure adequate departmental coverage.

### **Option 3 – Holiday Pay Without a Substitute Day Off**

When a designated holiday falls on a regularly scheduled day off, such as a Friday under the new four-day workweek, employees would not automatically receive another paid day off. Instead, eligible employees would receive holiday pay in an amount that preserves the applicable benefit under the current policy. The Board would need to determine how this payment would be calculated and administered and include clear language in the Personnel Policy.

### **Option 4 – No observance When a Holiday Falls on a Regularly Scheduled Day Off**

When a designated holiday falls on a Friday through Sunday, or another employee's regularly scheduled day off, the Town would not observe the holiday on an alternate day. Employees would not receive a substitute day off or additional holiday compensation beyond what is specifically provided under the Personnel Policy. The holiday would be recognized on its actual calendar date, with no change to the regular work schedule.

## **Additional Policy Questions**

- Should the policy continue to provide 10 hours of holiday pay for employees on a four-day schedule?
- Should the definition of full-time employment be adjusted to align with the new schedule?
- How should holidays be handled when an employee is required to work on the holiday or on the observed day?

## **Requested Action**

The Select Board is asked to discuss these alternatives at its October 22, 2026 meeting and provide direction on the preferred approach. We can then prepare proposed policy amendments for consideration and a vote at

the November 5, 2026 meeting, before the new schedule begins on November 9, 2026.

The goal is to establish clear and consistent guidelines for holiday observance and ensure the Personnel Policy accurately reflects the Town's work schedule while preserving the intended employee benefits.

# **TOWN OF GOULDSBORO**

## **EMPLOYEE PERSONNEL POLICY**

### **1. GENERAL**

- A. The Select Board adopts this Policy to administer the personnel activities of the employees of the Town. These rules and subsequent modifications shall supersede any policy and rules made previously by the Select Board. The Select Board may delete, amend, modify, or change any or all provisions contained in the Policy at any time. This policy is part of the agreement for employment, and all employees shall be given a copy, and shall sign a statement that they have received, read and understood the Policy. Any personnel issues arising that are not specifically provided for in the Policy shall be resolved by the Select Board.
- B. The Town Manager is ultimately responsible for all personnel decisions regarding all town employees. The Select Board is responsible for personnel decisions regarding the Town Manager.
- C. Applicants for town employment must submit a written description of their qualifications, which will become part of their personnel file if they are hired. They are also subject to a credit review, which includes a background investigation and/or a bonding company credit review.
- D. All employees undergo a probationary period for the first six (6) months of employment. The Town Manager may end or extend the probationary period with a written review, if necessary. A part-time employee who becomes a full-time employee, or any employee who changes jobs, shall undergo a probationary period for three months. The Town Manager shall conduct a job review with the employee after the first three (3) months of the probationary period. The probationary period is an extension of the selection process and employees may be removed at any time during the probationary period by the Town Manager without right to appeal to the Select Board. No vacation, personal, or sick time will be available for use during the probationary period without prior approval from the Town Manager.
- E. The Town of Gouldsboro does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability (except as a bona fide occupational qualification), genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factors.

### **2. TYPES OF EMPLOYMENT**

- A. Definitions of Types of Employment:
  - 1. A full-time salaried employee is scheduled to work at least thirty-five (35) hours per week.
  - 2. A full-time hourly employee is scheduled to work thirty-five (35) hours per week.
  - 3. A part-time hourly employee regularly scheduled to work less than thirty-five (35) hours per week is not eligible for benefits.
  - 4. A temporary/casual employee works on a non-permanent basis and for a specific period of time or specific purpose. A temporary/casual employee is not eligible for benefits.
- B. The Following Benefits Shall Be Provided for Each Type of Employee:
  - 1. Full-time salaried and hourly employees may be eligible for holidays as defined in Section 5; for vacation and sick leave as defined in Section 16; for health insurance and coverage as outlined in Section 7; and for participation in retirement plans as defined in Section 8. Full-time employees may also purchase dental and vision coverage.

2. Part-time employees shall be eligible for holiday compensation as defined in Section 5 and are eligible to purchase health insurance as discussed in Section 7.
3. The Town Manager shall be hired under contract, which shall determine the hours of work, vacation and sick leave accruals, health insurance, retirement, and other benefits. Except as specifically provided for in the contract, the Town Manager shall be governed by the Personnel Policy and shall receive the benefits provided herein.

### **3. EMPLOYEE RESPONSIBILITIES**

- A. Town employees shall not use information pertaining to persons or property in the Town to their private advantage or to provide family, friends, or acquaintances with private advantage.
- B. Employees shall not take or use town property or services for anything other than officially approved purposes.
- C. Employees shall avoid any action which might result in or reasonably be expected to create an appearance of giving preferential treatment to any person or entity, losing complete independence or impartiality during the performance of their duties, or in any other way, adversely affecting the confidence of the public in the integrity of town government.
- D. Employees should be guided by how their conduct could be perceived by the citizens of Gouldsboro. When in doubt, an employee should seek guidance from the Town Manager or supervisor.
- E. Employees shall not engage in any business other than assigned duties during work hours.

### **4. DISCIPLINARY ACTION**

- A. The Town Manager shall maintain a log of all disciplinary action, written and oral, in each employee's personnel file.
- B. Employees may be disciplined for failing to perform their job duties, violation of this policy, violation of laws, statutes, or ordinances, or for other reasonable cause.
- C. Disciplinary action may include written reprimand, suspension, reduction in pay or discharge. Disciplinary action shall be taken by the employee's department head or the Town Manager. The Town Manager shall give prior approval to any suspension, reduction in pay or discharge.
- D. Notice of disciplinary action shall be given in writing to the employee. Except for probationary employees, such notice shall specify the action taken, the reason, and the extent and duration of the penalty. Non-probationary employees may grieve disciplinary action through the grievance procedure established in Section 15.

### **5. HOLIDAYS**

- A. Full time employees regularly working 35 or more hours per week shall be paid for the following holidays:
  1. New Year's Day
  2. Martin Luther King, Jr. Day
  3. Presidents' Day
  4. Patriots' Day
  5. Memorial Day
  6. Independence Day
  7. Labor Day
  8. Indigenous Peoples Day
  9. Veterans' Day
  10. Thanksgiving Day
  11. Day after Thanksgiving
  12. Christmas Day
  13. Juneteenth
- B. Regardless of schedules for qualifying employees, all are eligible for one paid day off for each holiday based on their regular worked schedules at the rate of 8 hours (5-day regular schedule) or 10 hours (4-day regular schedule). If the one day off does not align with the

actual holiday or observed holiday, then it must be approved by the Town Manager in advance. Individuals on paid leave are eligible for holiday pay, but individuals away on unpaid leave are not eligible for holiday pay.

- C. EMS and Police personnel who work on holidays will be paid at the rate of one and one-half their normal rate of pay. This applies to hourly wages, not nightly stipends or “on call” compensation. They are not eligible for compensatory time off.

## **6. POWER OUTAGES AND STORMS**

- A. If the Town Manager deems it necessary to close the town office due to adverse weather conditions (or a prolonged power outage), employees will be paid for the full day.
- B. In the absence of the Town Manager, the Chairman or Vice Chairman of the Select Board shall make the determination to close the Town Office.

## **7. HEALTH INSURANCE**

- A. Full time employees are eligible for individual health insurance provided by the town’s policy and may pay the additional cost to obtain health insurance coverage for dependents or family, if desired. For full-time employees, compensation in lieu of health insurance is permitted (not to exceed the amount the town would pay for the employee’s enrollment in the town’s coverage) with documentation of participation in another plan. Part-time employees have the option to purchase health insurance through the Town at their own expense.

## **8. CONTRIBUTION TO RETIREMENT PLANS**

Full-time employees are eligible to participate in defined contribution (457 plan) and defined benefit (pension) plans in which the Town participates. The Town offers participation in a 457 plan through ICMA/Mission Square as well as through Maine Public Employees Retirement System (MainePERS). The Town also offers a defined benefit plan through MainePERS.

Both employee and Town contribution rates for the defined benefit plan are determined annually by MainePERS.

For employees who do not participate in the defined benefit plan, the Town will make matching contributions to a defined contribution plan. The Town’s maximum match will be equal to the employer contribution rate required under the MainePERS defined benefit plan for that year. Employees will be required to contribute at least the employee contribution rate established by MainePERS for defined benefit participants in order to be eligible for the maximum Town match. The Town will determine and announce its matching contribution rate annually based on the MainePERS employer rate for that year.

## **9. RECEIPT OF GIFTS**

A town employee is prohibited from soliciting or accepting any gift, gratuity, favor, entertainment, loans, or any other item of monetary value from any person, within or outside Town employment whose interest may be affected by the employee’s performance or nonperformance of his/her official duties. Acceptance of nominal gifts, such as food and refreshments in the ordinary course of business meetings, or unsolicited advertising or promotional materials such as pens, note pads, calendars, etc., is permitted.

## **10. POLITICAL ACTIVITY**

During normal or assigned working hours, employees shall refrain from seeking, campaigning or accepting nomination or election to any office. They shall not use their position to attempt to influence citizens in any way for or against any candidate for elective office or warrant, referendum, or ballot questions. This rule is not to be construed to prevent town employees from being active members of any political organization, attending political meetings, expressing their views on political matters or from voting in any election.

## **11. SMOKING AND VAPING**

Smoking and vaping are prohibited in all town-owned buildings and vehicles or within 20 feet of an entrance to a building.

## **12. HARASSMENT**

- A. All employees will be able to work in an environment free from all forms of illegal discrimination and harassment, including sexual harassment. Any employee who is determined, after investigation, to have engaged in illegal discrimination or harassment in violation of this policy shall be subject to disciplinary action.
- B. Sexual harassment is a form of misconduct which undermines the integrity of the employment relationship. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission or rejection of such conduct by an individual is used as a basis of employment decisions affecting such individual, or (3) such conduct has the purpose of effect or unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.
- C. An employee who may have experienced illegal discrimination or harassment or who observes illegal discrimination against or harassment of another employee should report the incident directly to the department head, the Town Manager, or a member of the Select Board. All complaints shall be investigated promptly by the Town Manager or by the Board in cases where the Town Manager is involved.

## **13. WORK HOURS AND OVERTIME OR COMPENSATORY TIME**

*(Section Amended 9/3/2020)*

- A. Employees are expected to be ready to perform their duties at the beginning of their workdays and continue to perform them in order to complete duties as established by the Town Manager. The Town Manager establishes such rules as time allowed/taken for lunch breaks and resuming work hours. All changes to work hours must be approved ahead of time by the Town Manager.
- B. Any hourly employee required to work more than his or her regularly scheduled hours, but not more than forty hours in a week, shall be paid for the additional hours at the established hourly rate.
- C. Any salaried or hourly employee required to work more than forty hours per week is eligible for overtime or compensatory time off in accordance with the provisions of the Fair Labor Standards Act. Employees may choose to receive monetary compensation or compensatory time off.
- D. Compensatory time shall be earned at the rate of one- and one-half hour compensatory time for each hour worked in excess of forty hours. In no event can an employee accumulate more than (80) eighty hours of compensatory time. The Town shall keep weekly records of compensatory time earned, time paid in monetary compensation, and compensatory time off taken.
- E. Salaried employees, who are exempt from the overtime requirement of the Fair Labor Standards Act, shall earn compensatory time off for hours worked in excess of forty per week. Compensatory time off for exempt employees shall be earned at the rate of one-hour compensatory time for each hour worked.
- F. If a non-Public Safety employee must work on a holiday or observed day then the employee is not eligible for an additional day off. Employees working a holiday are still entitled to the 8 hours or 10 hours (details in 5B of Holidays) holiday pay, in addition they are also eligible for compensatory time or pay at the rate of one and one half-hour (time and a half) for each hour worked regardless of hours worked in that week. Under no circumstances would an employee be eligible for holiday rate (time and a half) for hours worked on multiple days for one holiday. An example, is an employee is required to work on both the observed holiday and actual holiday. In this situation the employee would only receive time and a half for the actual holiday itself. The actual holiday versus observed holiday

should always align with the day intended to be off. For overtime on a holiday week an employee must reach 40 hours worked without the consideration of the 8 or 10 hours of holiday pay.

#### **14. TRAINING**

- A. The Town Manager is responsible for maintaining a trained workforce. The Town Manager and each full or part-time employee will develop and maintain an individual training plan consisting of a record of the training the employee has received while employed by the Town, documented training obtained elsewhere as well as a list of those skills that need additional training. Employees should include all training gained at their own expense or through other sources. The individual training plans will be the basis of a continuing training plan covering all employees that will be used for planning and budgetary purposes.
- B. Each employee is responsible for attending training directed by the Town Manager. All materials obtained at training sessions paid for by the town are property of the town. Employees must share the training they receive with their fellow employees during regular work hours. Schedules may be amended by the Town Manager on a cases-by-case basis to allow for training sessions.
- C. Employees are encouraged to complete correspondence courses and other training which may not be required but is relevant to their jobs, on their own time. If the Town Manager pre approves the training the Town shall pay the costs.
- D. An employee who receives training paid for by the Town shall sign an agreement promising to reimburse the Town for all costs if the employee resigns within six months of the completion of the training. An employee who is removed does not have to reimburse the town for training.
- E. Meeting or exceeding training goals shall be one element of all employees' annual job performance evaluations.

#### **15. JOB PERFORMANCE REVIEW**

The Town Manager will develop a job performance review for each employee. All employees will receive an annual review in which their job performance will be discussed with them by the Town Manager and immediate supervisor. An employee who is not meeting acceptable levels of job performance may receive monthly or weekly reviews at the discretion of the Town Manager. The review will take into account customer praise and complaint as well as the Town Manager's appraisal. All reviews shall become a permanent part of employee personnel records. One element of the performance review shall be annual goal(s) mutually agreed on by the employee and the Town Manager (and supervisor, if appropriate). Employees will be provided a section at the end of the job performance review form to give a written comment on the evaluation.

#### **16. GRIEVANCE PROCEDURES**

- A. Should an employee feel aggrieved concerning the interpretation, meaning, or application by the Town Manager of any provisions of the Town's personnel rules, regulations and policies or the terms of employment, within five working days from the incident, he/she shall submit the details of such grievance in writing to his/her immediate supervisor. Within five working days, the immediate supervisor shall submit a final written decision. Should the employee continue to feel aggrieved, he/she shall resubmit the grievance to the Town Manager (assuming the Town Manager was not the immediate supervisor), who also has five working days to respond.
- B. If the Town Manager is the immediate supervisor or the employee is not satisfied with the response of the Town Manager, he/she shall submit the details of such grievance in writing to the Chairman of the Select Board, with a copy to the Town Manager. The Board shall meet with the employee to consider the grievance at their next regularly scheduled meeting and shall respond in writing within ten days of that meeting.

#### **17. TIME OFF**

*(Section Amended 9/3/20)*

- A. The Town Manager is authorized to grant time off in accordance with the following requirements. The Select Board shall approve time off for the Town Manager subject to the Manager's contract. Employees as defined under the Personnel Policy Section regarding types of employment are eligible for paid time off in accordance with the pertinent sections of this policy.
1. Full time employees shall earn five (5) vacation days the first year of employment, ten (10) days each year during the second through the tenth year and fifteen (15) days each year thereafter. Upon completion of fifteen years of employment one additional week per year will be earned.
  2. The Town Manager authorizes vacation time when it is mutually agreeable with the employee and the Town Manager.
  3. A maximum of 120 hours may be carried over each year. Any time above that amount not taken shall be lost unless warranted by unusual circumstances and must be approved by the Town Manager.
  4. Vacation time is front loaded and available at the beginning of each qualifying year mark for employees. For example, on an anniversary date all eligible vacation time is made instantaneously available to the employee. However, upon separation if more time is used by the employee than what would be made available if it was prorated throughout the year then this time that was not earned will be deducted from the employees final pay check. *(Amended 7/6/2023 at BOS meeting).*
- B. Personal/Sick leave for full time employees is accrued at twelve (12) days per year and accruable to a maximum of thirty (30) days (personal/sick leave for eligible part time employees is earned in accordance with this Policy). An employee must work thirteen or more days in order to earn person/sick leave for that month.
1. Personal/sick leave shall be earned on a pro-rated basis during the year with the exception of the first year when person/sick leave shall be pro-rated following the six-month probation period. Successful completion of the six-month probation period makes the new employee eligible for the personal/sick leave that would have been earned during that period. No personal/sick leave is earned if the new employee leaves for whatever reason before the six-month probation period is completed.
  2. Sick leave is used exclusively if the employee is ill, physically unable to report to work, or must make a medical/dental appointment during working hours. Sick leave may be requested in increments of one hour.
  3. Unless it is an emergency, medical/dental appointments shall be requested at least five working days ahead. Failure to meet this requirement may be reason to deny the request.
  4. If an employee is ill or physically unable to report to work, the employee should notify the Town Manager or supervisor within two hours of the beginning of the work day and explain the nature of the problem, including the expected duration. If the duration exceeds three days, the Town Manager may request documentation from the attending physician.
  5. Personal days are limited to five (5) days per year. Personal days must be requested in advance except for emergencies and family illness.
- C. The Town Manager is authorized to grant, in his/her sole discretion, emergency leave with or without pay where extraordinary circumstances exist. The Town Manager is also authorized to grant up to five (5) days bereavement leave for any employee who suffers the death of a member of his/her immediate family.
- D. Leave of Absence (time off without pay) for one to fifteen days shall be submitted in writing for Town Manager approval. A leave of absence from fifteen to a maximum of ninety days shall require additional approval of the Select Board. Requests for leaves of absence of five days or more shall include a request to continue medical insurance with the employee reimbursing the Town for the entire cost (town's contribution as well as

employee's) if the employee wishes to continue medical coverage during the leave of absence. All requests for leaves of absence shall take into account the employee's work record and the best interests of the Town.

- E. The Town shall comply with all relevant laws regarding providing for family medical leave for town employees.
- F. An employee who is selected for jury duty shall continue to receive all benefits while fulfilling the responsibility. Salaried employees must provide an official statement of jury payments and return pay received, excluding travel/per diem, in order to receive town benefits.
- G. Employees shall maintain ongoing logs of their earned vacation time and time off for all reasons and verify their logs with town records each month. All changes shall be explained and no changes shall be made after thirty days. Town Manager also maintains a master log for all time off which shall be kept for six years.
- H. Vacation and compensatory time earned will be compensated when an employee leaves the position. There is no cash value for sick or personal time.
- I. Upon approval of the town manager, any employee who has accrued sick time may gift/share a portion of that time to another employee. (*Amended at BOS meeting 11/20/2012*).

## **18. RESIGNATION**

- A. All employees resigning from service of the Town shall give a written two-week notice. During the two-week notice period employees will not be entitled to use sick leave unless a doctor's certificate is obtained.

## **19. CONCLUSION**

- A. All elements in this policy are subject to immediate reconsideration by the Board based on current State and Federal regulations, which override locally set policy. The change should be discussed in public meeting and noted for public record.
- B. Failure of any town employee to acknowledge this policy as part of the terms of employment shall be considered reason for removal or for not hiring. Violation of any of the standards set by this policy may result in disciplinary action (considering the severity), including immediate suspension (with pay) until an investigation is conducted by the Town Manager, and/or removal.

## POLICY APPROVAL

☐ New  
☐ Renewed  
☒ Amended

### Approval By:

|                                                         |                                      |                                  |
|---------------------------------------------------------|--------------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Robert Harmon       | <input type="checkbox"/> Not present | <input type="checkbox"/> Opposed |
| <input checked="" type="checkbox"/> Danny Mitchell, Jr. | <input type="checkbox"/> Not present | <input type="checkbox"/> Opposed |
| <input checked="" type="checkbox"/> Jackie Weaver       | <input type="checkbox"/> Not present | <input type="checkbox"/> Opposed |
| <input checked="" type="checkbox"/> Peter McKenzie      | <input type="checkbox"/> Not present | <input type="checkbox"/> Opposed |

Approval Date: October 9, 2025

Certified:   
Brianna L. Mitchell, Town Clerk

I have received, read, and understand the Gouldsboro Personnel Policy.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Initials

Last Statement Date

09/30/26

1,502,685.85

1,137,568.91

Ck Void

2,640,254.76

## Less Warrants

1,037,063.15

## Cash on Hand

1,603,191.61

Not Reconciled

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Comments



# TOWN OF GOULDSBORO

[www.gouldsborotown.com](http://www.gouldsborotown.com)

PO BOX 68, Prospect Harbor, ME 04669

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

Town Manager, Deputy Treasurer, Tax Collector

Joshua McIntyre

[town.manager@gouldsborotown.com](mailto:town.manager@gouldsborotown.com)

## Board of Selectmen

Robert Harmon, *Chair*

Danny Mitchell, Jr., *Vice Chair*

Peter McKenzie

Jacqueline Weaver

Johnathan Renwick

## CEO REPORT

**10/19/2026**

- Town Roads- 1 of 2 quotes obtained for Guzzle Rd. culvert cap and Summer Harbor Rd. culvert- add road base material and repave.
- Transfer Station- awaiting second quotes for both trailer heater and gate.
- Security Cameras- Cameras on order for Fire Station 1 and Conference Rm.
- Internet Connectivity- Fidium provided fiber connection to DOT lot (10/8/26) and Town Office (10/13/26). Recreation Center connection planned for this week. Security connectivity hardware on order. Pole installed on Prospect Harbor pier (10/15/26) fiber install pending.
- Shoreland Violations- West Bay Rd. Forester submitted plan to DEP for approval. Upon acceptance, revegetation plan intended to be completed prior to hard freeze.
- Recreation Center- Continued removing overgrown vegetation around parking lot.
- E911- One new address

### **4 permits issued from 10/5/26– 10/19/26 with no new residences**

| Permit # | Date     | Name            | Location            | Shoreland | Est. Cost | Type           |
|----------|----------|-----------------|---------------------|-----------|-----------|----------------|
| 26-71    | 10/14/26 | Tom McKeag      | 20 Roaring Brook Rd | N         | \$115,000 | Garage         |
| 26-72    | 10/15/26 | Thomas Lloyd    | 385 West Bay Rd     | N         | \$8,500   | Addition       |
| 26-73    | 10/15/26 | Cara Biasucci   | 39 Mill Pond Rd     | N         | \$6,500   | Addition       |
| 26-74    | 10/15/26 | Stewart Workman | 369 Paul Bunyan Rd  | Y         | \$20,000  | Partial Dormer |

Mike Connors  
CEO



## **TOWN MANAGER REPORT**

**TO:** Gouldsboro Select Board  
**FROM:** Josh McIntyre, Town Manager  
**DATE:** October 16, 2026  
**RE:** Report for Select Board meeting on October 22, 2026

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### **Property Revaluation Update**

Regarding the recent resident concern about multiple assessment visits, I contacted our Assessor for clarification. The assessing team explained that return visits are primarily due to technical issues, such as printing errors during batch reporting for properties with similar map and lot numbers, or the discovery of incomplete historical records that require verification. To prevent future confusion and minimize return trips, the team has instituted a new internal review protocol to ensure all valuation documents are verified prior to arriving at a property.

It is important to note that while homeowners have the right to refuse a site visit or interior inspection, doing so requires the assessment to be estimated based solely on exterior observation from the road. As cited in Maine Statute 706-A, the burden of proof for an assessment rests with the taxpayer. By declining an on-site visit without providing alternative information, a property owner may inadvertently limit their ability to successfully file an appeal or abatement should the Town's estimate prove inaccurate. We continue to encourage residents to facilitate the assessment process to ensure the highest degree of accuracy for their property valuation.



# Select Board Report

## Gouldsboro Fire Department

Reporting Period: September 28 – October 12, 2026

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### Call Summary

The Fire Department responded to 6 calls for service during this reporting period. A summary by call type and by town is provided below, followed by the full call log.

| Statistic                   | Count |
|-----------------------------|-------|
| Total calls received        | 6     |
| Calls responded             | 6     |
| Traffic Hazard              | 1     |
| Fire Alarm                  | 2     |
| Structure Fire / Mutual Aid | 1     |
| Vehicle Fire                | 1     |
| PI Accident                 | 1     |

| Town       | Calls |
|------------|-------|
| Gouldsboro | 4     |
| Ellsworth  | 1     |
| Hancock    | 1     |

### Call Log

| Date    | Nature of Call              | Town       | Incident # |
|---------|-----------------------------|------------|------------|
| 9/28/26 | Traffic Hazard              | Gouldsboro | 26GB-0098  |
| 9/29/26 | Fire Alarm                  | Gouldsboro | 26GB-0099  |
| 10/2/26 | Structure Fire / Mutual Aid | Ellsworth  | 26GB-0100  |
| 10/3/26 | Fire Alarm                  | Gouldsboro | 26GB-0101  |
| 10/4/26 | Vehicle Fire                | Gouldsboro | 26GB-0102  |
| 10/6/26 | PI Accident                 | Hancock    | 26GB-0103  |

### Operational Updates

- Fire Prevention Week: Fire prevention activities at Peninsula School were a big success, and school administration was very happy with the department's presence and participation. Thank you to FF/Medic Matt Perry and Captain Jeff Horn for their help.
- King Grant Equipment: The department has begun taking delivery of new equipment purchased with Stephen & Tabitha King grant funds. Those items are being put into service this week.
- Engine 3: The mechanical problem that kept Engine 3 out of service for over a week has been resolved, and the engine is now back in service.

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Respectfully,

**Benjamin Souders**  
Fire Chief

# Select Board Report

Reporting Period: September 28 – October 12, 2026

## Call Summary

Schoodic EMS responded to 10 calls for service during this reporting period. A summary by call type and by town is provided below, followed by the full call log.

| Statistic            | Count |
|----------------------|-------|
| Total calls received | 10    |
| Calls responded      | 10    |
| Fall                 | 2     |
| Heart problems       | 1     |
| Sick person          | 2     |
| Unconscious          | 1     |
| Lift assist          | 1     |
| Cardiac arrest       | 3     |

| Town          | Calls |
|---------------|-------|
| Milbridge     | 1     |
| Winter Harbor | 2     |
| Franklin      | 2     |
| Gouldsboro    | 4     |
| Hancock       | 1     |

## Call Log

| Date     | Nature of Call | Town          | Incident # |
|----------|----------------|---------------|------------|
| 9/28/26  | Fall           | Milbridge     | 26SC-0284  |
| 10/1/26  | Heart problems | Winter Harbor | 26SC-0285  |
| 10/2/26  | Sick person    | Franklin      | 26SC-0286  |
| 10/4/26  | Sick person    | Gouldsboro    | 26SC-0287  |
| 10/6/26  | Fall           | Franklin      | 26SC-0288  |
| 10/8/26  | Unconscious    | Winter Harbor | 26SC-0289  |
| 10/8/26  | Lift assist    | Gouldsboro    | 26SC-0290  |
| 10/11/26 | Cardiac arrest | Gouldsboro    | 26SC-0291  |
| 10/12/26 | Cardiac arrest | Gouldsboro    | 26SC-0292  |
| 10/12/26 | Cardiac arrest | Hancock       | 26SC-0293  |

## Operational Updates

- **LUCAS 3 In Service:** The new LUCAS 3 chest compression device has been placed into service and was used twice in its first week.
- **Stephen & Tabitha King Foundation Grant:** An application has been submitted for a \$42,000 project assistance grant to update aging EMS equipment and invest in provider safety equipment.
- **LIFEPAK 35 Cardiac Monitor:** The new LIFEPAK 35 is expected to arrive within the next week. An in-service training date will be announced once the unit is delivered.

Respectfully,

**Benjamin Souders**  
Interim EMS Director

## FAB Work in Process 19 October 20, 2026

### AI Prompting for Gouldsboro Safety Facility

Create a floor plan showing dimensions for a Modern Town Safety Facility with a Public area and secure segregated work areas for Fire, EMS and Police Personnel.

The Public Area has a vestibule area, a common entrance area, a clerk window counter, and a public restroom.

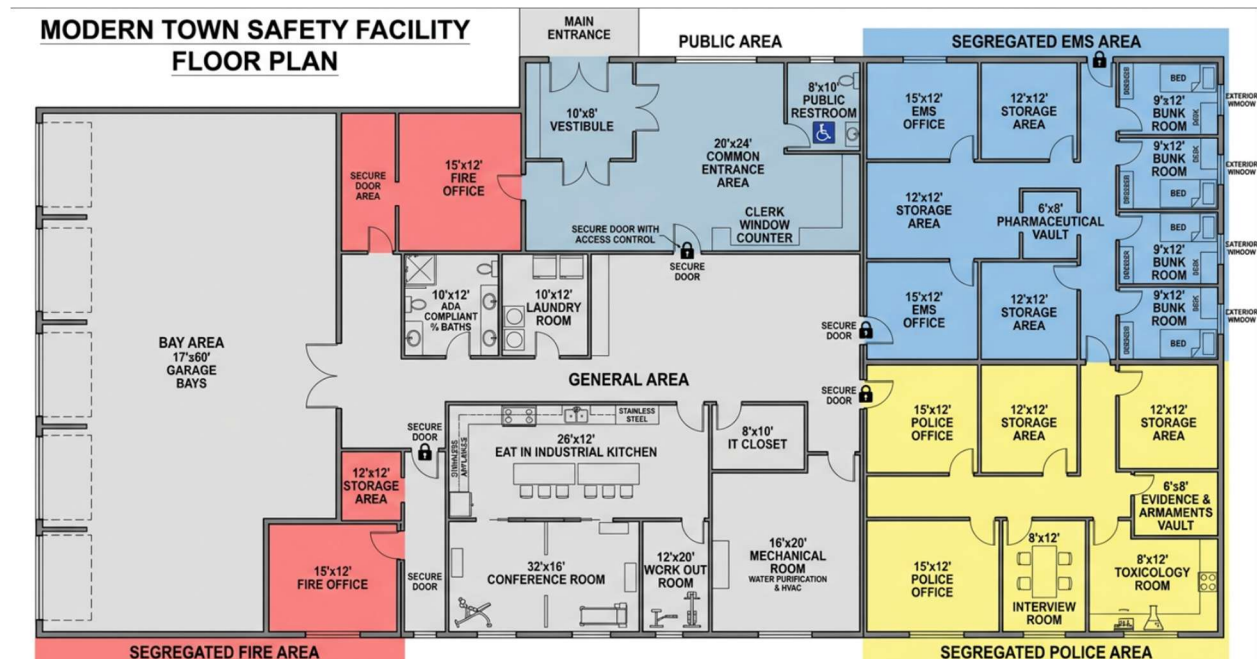
The EMS Area has 2 15x12ft offices, 2 12x12 storage areas, a 6x8 pharmaceutical vault, 4 9x12 bunk rooms with a bed, desk, dresser, an exterior window, and access to the general area.

The Police Area has 2 15x12ft offices, a 12x12 storage area, a 6x8 evidence and armaments vault, an 8x12 Interview room, an 8x12 Toxicology room and access to the general area.

The Fire Area has a 15x12ft office, a 12x12 storage area, and access to the general area.

The Bay area has 5 17x60 garage bays and access to the general area.

The General area has 2 10x12 ADA Compliant  $\frac{3}{4}$  baths, a 10x12 laundry room, a 26x12 eat in industrial kitchen, a 32x16 conference room with central dividers windowed to the kitchen, a 12x20 work out room, an 8x10 IT closet, a mechanical room for Water Purification, and HVAC.



## FAB Work in Process 19 October 20, 2026

Create a **modern office** floor plan showing dimensions for a Modern Town Safety Facility with a Public area and secure segregated work areas for Fire, EMS and Police Personnel.

The Public Area has a vestibule area, a common entrance area, a clerk window **counter to the general area**, and a public restroom.

The EMS Area has 2 15x12ft offices, 2 12x12 storage areas, a 6x8 pharmaceutical vault, 4 9x12 bunk rooms with a bed, desk, dresser, an exterior window, and access to the general area **via a hallway**.

The Police Area has 2 15x12ft offices, a 12x12 storage area, a 6x8 evidence and armaments vault, an 8x12 Interview room, an 8x12 Toxicology room and access to the general area **via a hallway**.

The Fire Area has a 15x12ft office, a 12x12 storage area, and access to the general area **via a hallway**.

The Bay area has 5 17x60 garage bays and access to the general area.

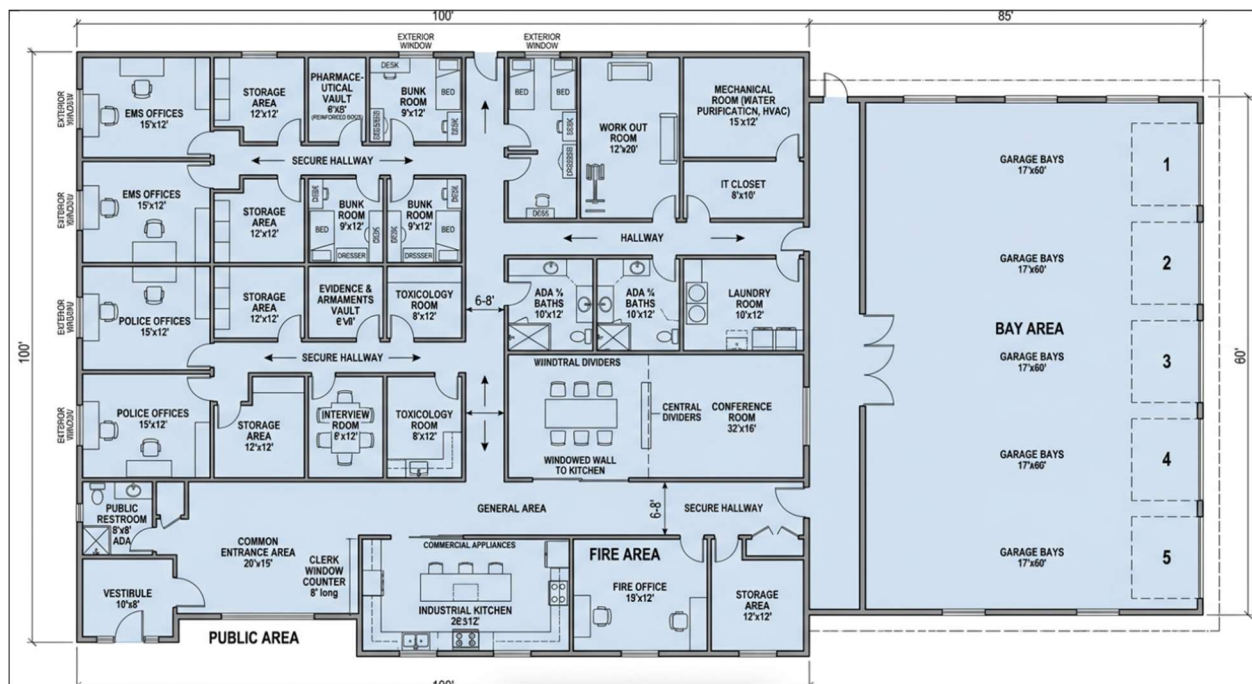
The General area has 2 10x12 ADA Compliant  $\frac{3}{4}$  baths, a 10x12 laundry room, a 26x12 eat in industrial kitchen, a 32x16 conference room with central dividers windowed to the kitchen, a 12x20 work out room, an 8x10 IT closet, a mechanical room for Water Purification, and HVAC. **With overall dimensions.**

1<sup>st</sup> run

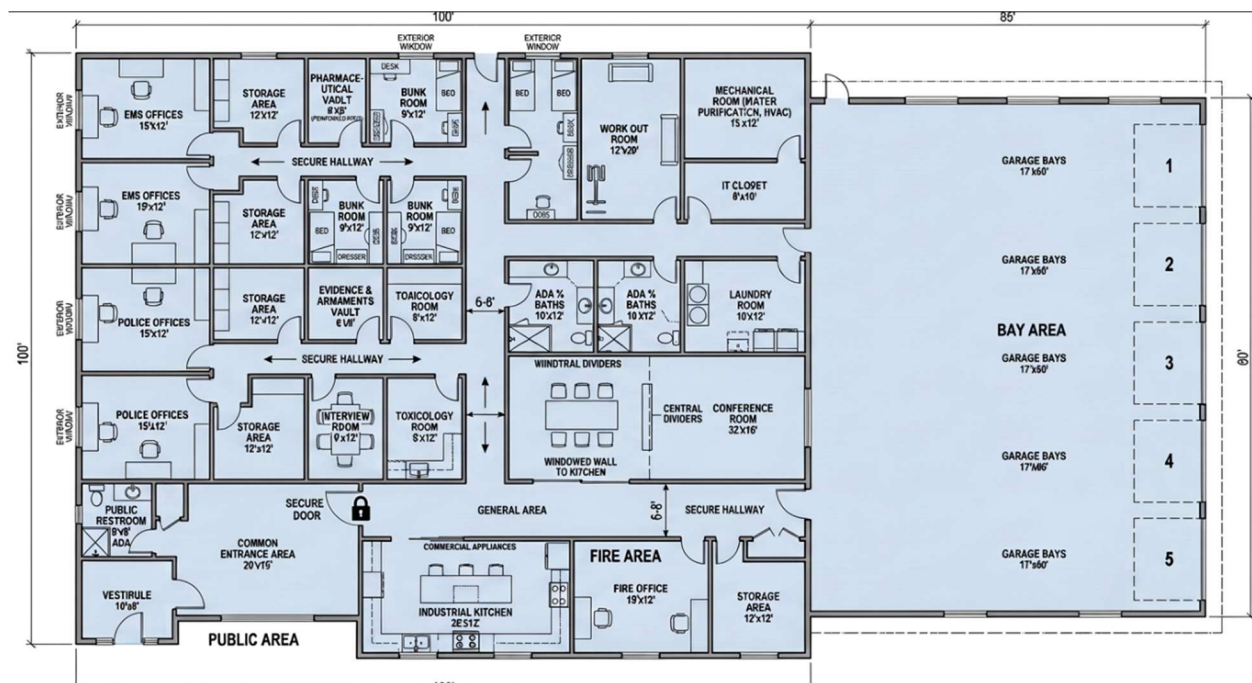


## FAB Work in Process 19 October 20, 2026

3<sup>rd</sup> run



Add secure door between general and common areas. Delete hallway from Bay area



**Issues to resolve:** Offices too far from Bays – flip ; Growth via exterior corridor door; Fire storage change to 12x24; all bunk rooms need exterior windows

**Gouldsboro FAB Public Safety Facility Requirements Matrix - 19 October 2026**

| <b>Requirement</b>           | <b>EMS</b>              | <b>Police</b>        | <b>Fire</b>                   | <b>Comment</b>                    | <b>Desire</b>                                                             | <b>Consolidated</b>                                                     |
|------------------------------|-------------------------|----------------------|-------------------------------|-----------------------------------|---------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Personnel / Offices          | 2FT + 2-3 New           | 2 PT, 3 FT           | 1 FT                          |                                   | Same plus growth, 24/7 EMS                                                | 9 FT, 2 PT                                                              |
| Chief / Head                 | 1-8x12                  | 1-8x12               | 1-8x12                        | EMS Chiefs office for growth      | Update to 15x12 std sim to Town hall                                      | 3-15x12 for each dept head                                              |
| Offices                      | 2-6x8                   | 2-6x8                | None                          | Add 2nd each for growth           | update to 15x12 std dbls                                                  | 2-15x12 doubles for EMS / Police                                        |
| Mustering Space / Conf Rm    | 24x12                   | 16x16                | 32x16                         | Could Flex with others            | Same plus growth                                                          | 1-32x16 w middle divider & door                                         |
| Garaged Vehicles             | 2 Ambulances in 1 stall | 2 Patrol             | 2 Engines, 1 Tanker, 1 Pickup | Failed safety for exhaust venting | Taller Bays needed for future vehicles currently 12wx10high, 17 x 60 bays | 1-17x60 Bay for EMS<br>1-17x 60 Bay for Police<br>3-17x60 Bays for Fire |
| Storage                      | 2-12x12                 | Using Floor ~12x12   | Mezz, Floor                   | Fire requests 12x24               | Same, dedicated                                                           | 3-12x12, 1 12x24                                                        |
| Vault                        | Schedule drugs          | evidence, arms - 6x8 | N/A                           | Humidity and Temp CTRL            | Separate evidence and Arms                                                | 2 - 6x8 walk in secure closets                                          |
| Kitchen Area                 | Kitchenette - 6x12      | Kitchenette - 6x12   | Kitchenette - 6x12            | Town Hall is 26x11                | Full kitchen w table - commercial req'd?                                  | Town Hall is 26x11                                                      |
| Bunks                        | 24/7 M/F - 4 People     | N/A                  | N/A                           | 4-9x12 individual rooms           | EMS Growth to 24/7, M/F neutral                                           | 4 - 9x12 bunk rooms                                                     |
| Intox Rm                     | N/A                     | 8x11                 | N/A                           |                                   | Same                                                                      | 1-8x11                                                                  |
| Investigation / Interview Rm | N/A                     | 8x8                  | N/A                           | Crowded                           | Could be a little larger - 8x12                                           | 1-8x12                                                                  |
| Bath/Showers                 | M/F - 2 x 3/4 10x12     | 3/4                  | 3/4 - 10x12                   | Flex with others                  | Same plus growth ie M/F                                                   | 2- 3/4 baths - 10x12 ADA Compliant                                      |
| Recreation                   | 1 - 24x12               | N/A                  | Shared                        | Flex with Conf Rm                 | Same                                                                      | Flex with Conf Rm                                                       |
| Workout Area                 | N/A                     | 6x24                 | N/A                           | Garage floor space                | Bike. Treadmill, Total gym                                                | 1-8x24 Exercise Room                                                    |
| Sprinkler Systems            |                         |                      |                               | Req'd due to Overnight bunking    | Mech Room                                                                 |                                                                         |
| Water Filter / Softener      |                         |                      |                               | Water nonpotable                  | Mech Room                                                                 |                                                                         |
| Mezz Storage                 |                         |                      | 17x30                         | Storage Safety access issues      | Stairs, railings                                                          | Clean out                                                               |
| W/D                          | 4x8                     | 4x8                  | Shared                        | Combine with Bath area            |                                                                           | 1-4x8                                                                   |
| IT closet                    | 4x6                     | 6x8                  | Shared                        | Combine                           | Combine                                                                   | 1-10x8                                                                  |
| <b>Other / Exterior</b>      |                         |                      |                               |                                   |                                                                           |                                                                         |
| Kennel Facility              |                         | 10x15 + 4ft deck     |                               | Exterior                          |                                                                           | 10x15 + 4ft deck                                                        |
| Kennel Fenced area           |                         | 12x5' sections       |                               | Exterior                          | TBD Crushed stone area                                                    | 12x5' sections                                                          |
| Generator                    | Y                       | Y                    | Y                             | Combine                           | TBD KW Concrete Pad                                                       |                                                                         |
| Parking                      |                         |                      |                               |                                   | 11 spaces + 3 visitor = 14 spaces large                                   |                                                                         |
| Exhaust System               |                         |                      |                               |                                   | Exterior?                                                                 |                                                                         |
|                              |                         |                      |                               |                                   |                                                                           |                                                                         |
| <b>Key</b>                   | <b>EMS</b>              | <b>Police</b>        | <b>Fire</b>                   | <b>General</b>                    |                                                                           |                                                                         |