Sullivan Select Board
Meeting Minutes
March 18, 2025

Selectmen: Norman Bamford, Erin Shanahan Gregory Ring
Town Manager: Ray Weintraub, Town Clerk: Yvette Grindle
Audience: Kevin Brodie, Candy Eaton, Don Snoke, Betsy Wakefield Michael Pinkham I, Derek Pinkham, and Bonnie Sparks.

The Meeting was called to Order by Norman Bamford with the Pledge of Allegiance at 5pm.

Approval of Prior Meeting Minutes

Norman Bamford moved to approve the minutes from the March 4, 2025 meeting. Erin Shanahan seconded the motion, and it passed 3/0.

Treasurers Warrant

Norman Bamford moved to approve the Treasures Warrant. Erin Shanahan seconded the motion, and it passed 3/0.

Adjustments to the agenda

No adjustments made

New Business:

School Resource Officer

The Town Manager informed the Selectboard that the RSU 24 budget didn't include the monies for this officer. However he wanted to let the Selectboard what part the Town would benefit from having a School Resource Officer. Such as having him be the constable at Town Meetings. This topic is tabled until next year.

Introduction of CEO

The Town Manager introduced Kevin Brodie to the Selectboard. The Selectboard asked several questions of Mr. Brodie as they looked over his credentials and the contract for consideration of hiring. Mr. Brodie as the Towns new CEO.

Norman Bamford moved to approve and to sign the contract to hire Mr. Kevin Brodie as Sullivans new CEO. Erin Shanahan seconded the motion, and it passed 3/0.

The members of the Selectboard and Mr. Brodie signed the contract.

Town Facilities - Expectations for Public use

The Town Manager addressed the board stating that there had been a couple complaints about people leaving debris on Flanders Pond. Such as a 250-gallon fuel tank on the ice that had been used as a fire pit along with similar drums used for fire pits pallets and stacks of wood. This was noted to happen after the Fishing Derby in February. The Selectboard noted that Mr. Jason Soule should be contacted about dealing with the debris left after the Festival in February. It was also noted that the barrels and wood were still at the park from the Christmas Tree lighting. Candy Eaton stated that Tim Briggs sets up and removes those barrels.

Posting Bid Discussion

The Town Manager directed the Selectboard to the paper that listed the places needing mowing and the proposed additional places that need to be maintained and or bush hogged.(See attached sheet.) After a lengthy discussion it was decided that there should be two requests for bids. One specifically for the work around the playground/skatepark the other to be for the mowing and bush hogging of Town Properties.

The Playground should also include developing the property around the playground to be more family friendly and accessible.

Old Business:

Cannabis Ordinance Committee

Norman Bamford reported that there has been a few people reach out to him about being on the committee and they are ready to start working on April 1st.

Town Manager Reports:

Town Manager

The Town Manager reported that he has received a couple of complaints about Andrews Recycling. Specifically about the use of a piece of heavy equipment in the public road without adequate lights or warning for traffic coming around the blind corner shortly before the recycling yard. The Selectboard asked Mr. Brodie the guidelines about licensing the facility. Mr. Brodie noted that there should be a yearly license given to the facility by the Town.

The Selectboard requested that the CEO please pay a visit to Andrews Recycling to introduce himself and address the concerns for the safety of the public traveling the road near the facility.

Road Commissioner Report

Gregroy Ring reported that he had laid around 20 bags of cold patch and posted a number of signs for the frost heaves and bumps due to the thawing and refreezing of the roads.

Committee Reports

Age Friendly Sullivan

Candy Eaton passed around a written report(see attachment). She also announced that she would be stepping down by the end of this year from Age Friendly Sullivan. She also noted that she was writing a Sand Access policy as part of the sand bucket program. This is so those whom are able bodied could go and get their own sand/salt with their own buckets. As there was a number of individuals whom was abled bodied whom called for sand buckets this year.

Parks and Recreation

Bonnie Sparks announced that she was pleased to note that the Parks and Recreation committee has added a new member Tim Schunk. She too passed out a written report and discussed the upcoming items being sponsored by the committee. The Aquatic Camp, CPR Training, Tennis lessons and working with Schoodic Arts for All.

Bonnie also discussed getting the sign for Sumner Park refurbished and that only one person had gotten back to her at a quote of $2,000.

Budget Committee

Don Snokes updated the Selectboard on the progress the committee has made and the goals for long term spending/savings. He also asked that the Selectboard consider Mr. Roger Wakefield as Committee Chair.

Gregory Ring moved to have Mr. Roger Wakefield as Committee Chair.

Both Erin Shanahan and Norman Bamford didn't feel comfortable in doing so with out Mr. Wakefield being present at the meeting, so this has been tabled until the April 1st meeting. So the Motion died.

Yvette Grindle asked the Selectboard how many years they wanted the members of the Budget to serve. As she was preparing to swear the Committee in at their next meeting. The Board stated for a 1 year.

Public Comment No public comment noted

Board Comment There was no Board Comments.

Motion to Adjourn

Norman Bamford moved to adjourn the meeting, Erin Shanahan seconded the motion, and it passed 3/0.

Meeting adjourned at 6:09 pm

Agenda
Sullivan Select Board Meeting
March 18, 2025
5:00pm

Call Meeting to Order/Pledge
Approval of Prior Meeting Minutes
Treasurers Warrant
Adjustments to the agenda
New Business:
School Resource Officer
Introduction of CEO
Town Facilities - Expectations for Public use
Posting Bid Discussion
Old Business:
Cannabis Ordinance Committee
Town Manager Reports:
Town Manager
Road Commissioner Report
Committee Reports
Public Comment
Board Comment
Motion to Move to Executive Session
Executive Session pursuant to 1 MRSA § 405(6) (F) to discuss Confidential Records
Executive Session Actions
Motion to Adjourn

Town of Sullivan

The Town of Sullivan, Maine requests proposals for Grass Mowing and Bush Hog work on the following town owned properties

MOWING –

- Town Office, 1888 US Hwy 1 – Front and field?
- Playground – regular maintenance?
- Sumner Park – Will Ray continue?

BUSH HOG –

- Town Office, 1888 US Hwy 1
- Former Hastings House, 1757 US Hwy 1
- Tennis Court, Benvenuto Ave
- Playground
- Sullivan Transfer Station, 95 Transfer Station Road
- Old Transfer Station, Whales Back Road

To be included in bid:

a) Evidence of Liability Insurance
b) Evidence of Workers Compensation Insurance or Approved Rebuttable Presumption Notification from Worker's Compensation Board
c) Listing of equipment available to fulfill contract.

Proposers should deliver one (1) sealed copy of their proposal including technical and pricing to the address below:

Town of Sullivan
Attn: Town Manager
1888 US Highway 1
Sullivan, Maine 04664

Specifications may be obtained at the Town Office at the address listed about, during regular business hours, or by emailing townmanager@sullivanmaine.org.

Bids must be submitted in a sealed envelope clearly marked on the exterior,
"Grass Mowing and Bush Hog" by 4:00 p.m. Monday.
The Town Manager will open and read the bids at 5:00 p.m. Monday.
The Town reserves the right to accept or reject any or all proposals.

Age-Friendly Sullivan progress report to Select Board 3.18.25:

Media:
https://www.ellsworthamerican.com/announcements/hospice-topic-of-meeting/article_1e3f7d3c-eecc-11ef-8c05-435723adca3f.html

Budget & Donations:
- AFS Resource Guide printing by U.Maine - est. $500

Community Connector:
- Public Works support for Sullivan Residents - sand access policy - **DRAFT**
- Sand Bucket Brigade: need more volunteers! Served over 40 homes during very icy winter.

Website Updates:
- Updated Age-Friendly Sullivan Resource Guide

Upcoming Activities/Events
- **Tues/Thursdays:** 10:30-11:30 Bone Builders
- **4/02/25: AFS monthly meeting:** Larissa Heansler, EAAA Community Ambassador speaking on programs, activities & services available through EAAA.
- *(4/5-4/15) travel out-of-state*
- **4/15/25:** Birthday Cards (MAY birthdays)
- **4/26/25: Earth Day** Schoodic Scenic Byway Clean-up (prior weekend is Easter / Passover weekend).
  - Minimum of 44 Volunteeers for clean-up; additional volunteers for set-up & breakdown; volunteers for morning refreshments; crockpot luncheon; sign set-up; DOT collaboration (trash bags/pickup); inventory preparation and pack-up; reorder supplies
- **5/07/25: AFS monthly meeting: TBD**
- **6/04/25: AFS monthly meeting:** ? Jody King, Life Transitions
- **Music in the Park - July 9, 16, 23, 30 @ 5:30pm-7:00pm**

TOWN OF SULLIVAN

Winter Storm Sand Access Program

The goal of the Sullivan Winter Storm Sand Access Program is to assist Sullivan residents to have safer steps and walkways at their home.

The Sullivan Community Sand Shed

The Community Sand Shed is located at the Transfer Station located on the Tunk Lake Rd.

The Community Sand Shed is accessible for **Sullivan residents** during Transfer Station operating hours only.

Sullivan residents may fill a maximum of **one (1) five gallon bucket of sand per winter storm visit.** Resident shall provide their own bucket and shovel.

Note: Residents with outdoor pets should be aware that the community sand may contain salt.

Sullivan Sand Bucket Brigade

This program is for Sullivan residents dealing with a disability, illness, injury or circumstance preventing them from transporting sand. The program is totally staffed by volunteers.

Age-Friendly Sullivan volunteers will deliver a sand bucket for you to use for the season.

The volunteers will visit several times during the winter to "top off" your sand bucket.

At the end of the winter storm season, volunteers will collect your bucket.

When a resident is signed up, you remain on the program until you no longer need us.

Community Sand Shed Hours. Saturday/Sunday. _____

To sign up for the Sand Bucket Brigade call the Sullivan Town Office at 422-6282.

****Board Considerations for implementation:**

*** We currently have a sand pile directly in front of the salt/sand shed. It is out of site, out of mind. For product security, user safety and user friendly, **I would strongly recommend a four post, covered sand pile maintained at the actual Transfer Station.**

***This was our 7th season of the Sand Bucket Brigade. This winter we made nearly 200 deliveries to 40 homes. It isn't uncommon for the Brigade to shovel and sand a little at some of the deliveries.

March Parks and Recreation Committee Report

New committee member: Tim Schunk was voted in as a new committee member.

New Committee procedures: budget, revenue and detail statements will be available to the committee monthly. SSRC will provide a monthly update to support good communication.

Budget: The committee and chair worked on the 2026 budget with Ray. The budgeted amount requested did not increase but the committee requested a redistribution across line items.

It is very important to the P&R Committee that the grounds at Sumner Park, the playground and the tennis court are maintained. Ray assured the committee that grass mowing and brush work at those sites is included in the town contract bid.

Clean-up day at the playground: Saturday May 10th. In preparation for this day the P&R will meet at the playground on April 5th at 10AM to consider the scope of work, trees that need to be cut in prep for brush work and review of where the children's story walk will be placed. Depending on available time we may include a review of Gordon's wharf.

Skatepark: Candy Eaton submitted a MCF community development grant to support the planning and development stages of the expansion: a rendering, fund raising strategies and development of community support.

Summer Aquatic Adventure Camp: In partnership with Friends of Taunton Bay we will contract again with CCAR to provide the program. The instructor will be Karlee Markovich. This year's theme or focus will be aquatic sea creatures – where they live and how they adapt on our shores. The camper fee remains at $75, ages 6 – 11 year old, the dates will be (two sessions): July 15, 16, 17, and July 29, 30, 31. 9am to Noon each day. Each session is limited to 15 campers. The town will subsidize $25 of the camp fee for Sullivan residents. Max cost scenario: $750 for 30 Sullivan resident campers. (Last year there were 7 Sullivan campers)

CPR/First Aid training: the committee would like to contract with Ryan Daley to provide Heart Saver training. This is a certified course that provides CPR training with the benefit of receiving a CPR card. This is a great course for middle/high school students and adults. Ideal for babysitters. 3-4 hours. The cost is $65/person. The P&R Committee would like to provide this training to Sullivan residents at a reduced cost of $40 for adults and $20 for high school students. The class is limited to 8 students with one overflow class. Max cost scenario: $720 for 18 high school students.

Community Benefits

This is a low/no cost program that will have great benefit to the Town of Sullivan. It is always good to have more residents trained with lifesaving skills. Introducing residents to the fire department might aid the department in recruitment and will provide students with a better understanding of the work they do and how they support our town.

Camp/after school or vacation programming for kids: we have initiated discussions with Schoodic Arts for All and Maine Outdoor School in Ellsworth. The idea would be to create something like the partnerships we have with CCAR and FTB.

Tennis: P&R would like to begin tennis lessons at the court this summer. Bob Christie will be meeting with the committee in April to discuss a demonstration event in May or early June. Bob worked for Camp Beech Cliff for over 20 years. He has, and continues to, coach/teach tennis in Brooksville, Grindstone, Hancock and Ellsworth. Bob's focus is on tennis as a lifelong exercise. He works with people of all ages (one of his clients is 92) and wants tennis to be fun with a emphasis on "movement for wellness". Roger Wakefield is aware of this activity. He has worked with Bob Christie in the past and is comfortable with his knowledge of the court. It is our hope to be able to subsidize partial cost of instruction as we initiate the program.

Sumner Park sign: Warren Harden has given us a quote of $2000 to do the work restore/refinished the sign. The job includes:

- repair the sign as needed (tighten/reset frame trim etc)
- repaint/refinish the sign as it currently appears
- repaint the signpost
- repaint the wrought iron hanger

Sumner Park Gazebo: Candy Eaton submitted a grant for renovating the Gazebo. I met with Adam Facciolo, the owner of Seaside Landscaping. He is too busy to contribute the labor of renewing the garden around the Gazebo, but he is willing to contribute the materials for the work. He will meet with Brad Bamford in April to assess the effort and arrange how and when to deliver materials. (Brad works at Seaside) I did not ask Adam to contribute plants but rather ground materials, rocks (river rock?) and mulch for the perimeter. A subcommittee will meet on March 22, at 10am at the SSRC to discuss specifics of the garden renewal.

Sullivan Daze: is moving forward. The theme will be Beach Party. Activity, contributions and participation seem to be increasing. Next meeting is March 24th at 5PM

Maine Parks and Recreation Association: Bonnie Sparks attended "Increasing Access Outdoors Workshop". A workshop presented at the MPRA conference in Rockport. Description: The workshop aims to share the experiences, needs, and challenges of individuals living with disabilities, and provide concrete suggestions for how to identify, eliminate, and minimize infrastructure and informational barriers that prevent wider access to, and use of, trails and lands. Instruction focuses on making immediate, attainable shifts to trails, infrastructure, and communications that begin to welcome and accommodate a greater number of people looking to be active outdoors.

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Approval of the Minutes from the March 18th 2025 Selectboard Meeting

Norman Bamford

Erin Shanahan

Gregory Ring

Attached:

- **Agenda of Selectboard 03-18-2025**
- **Proposal Mowing of Town Properties**
- **Age Friendly Sullivan Report**
- **Parks and Recreation Report**