Sullivan Select Board
Meeting Minutes
September 16, 2025

Selectmen: Norman Bamford and, Gregory Ring
Town Manager: Ray Weintraub, **Town Clerk:** Yvette Grindle
Audience: Don Snoke, Mike Hosking John Keenan, Kim Brooks and Kevin Brodie CEO.
The Meeting was called to Order by Norman Bamford with the Pledge of Allegiance at 5pm.

Adjustments to the Agenda

The Town Manager asked that the Set Date for Public Hearing(s) be moved to old business as it goes with the approval of the Warrant.

Norman Bamford moved to "Set date for Public Hearing" to after the Election Warrant discussion in old business. Gregory Ring seconded the motion, and it passed 2/0.

Approval of Prior Meeting Minutes

Norman Bamford moved to approve the minutes from the August 05, 2025 meeting. Gregory Ring seconded the motion, and it passed 2/0.

Treasurers Warrant

Norman Bamford moved to approve the Treasurers Warrant as presented. Gregory Ring seconded the motion, and it passed 2/0.

New Business:

Adopting Annual General Assistance Ordinance

Norman Bamford gave a brief explanation that it states the Town will follow the State of Maine's General Assistance Ordinance and follow the rules within.

Norman Bamford moved to adopt the State of Maine General Assistance Ordinance. Gregory Ring seconded the motion, and it passed 2/0.

Old Business:

Bids for Arborist work(What Now?)

The Town Manager asked where there were no bids submitted and asked how the Selectboard what actions the Selectboard wanted to take now to complete the work. Norman Bamford suggested moving the work till mid-November. It was agreed that with the leaves off the trees it might make the work easier.

Norman Bamford Moved to put the Arborist work back out to bid for a November 14, 2025 deadline. Gregory Ring seconded the motion, and it passed 2/0.

Awarding of Bids for Paving Taunton Drive to Franklin Town Line

Norman Bamford asked Greg Ring what he had found out about the work on Taunton Drive. Mr. Ring stated that a company had gotten back to him with a lower price than what the bids received with better mix for the surfacing of the road. Plus, a culvert that is needing to be replaced.

Norman Bamford moved to put back out to bid the paving on Taunton Drive with the amended language bids to be in by October 2nd 2025. Gregory Ring seconded the motion, and it passed 2/0.

Warrant for Election 11-4-25

Norman Bamford read aloud the language of the warrant for the November 4, 2025 election. The Town Manager and CEO Brodie discussed the two Ordinances that was being voted on and what the changes was being proposed. Kevin Brodie made note as to why the changes needed to be changed.

Norman Bamford moved to accept the warrant with the change in wording in article 1 from "said meeting" to "said election". Gregory Ring seconded the motion, and it passed 2/0.

Set Date for Public Hearing(s)

There was a short discussion as to when to hold the public hearing. Town Clerk noted that the Secretary of State office just sent out a mailing that the Ballots need to be posted in the Town Office on October 14, 2025. It was discussed if it could be done on the same on the same day as the Selectboard hearing.

Norman Bamford moved to have the Public Hearing on 10-07-2025 at 5:00 pm, before the Selectboard Meeting. Gregory Ring seconded the motion, and it passed 2/0.

SSRC Warming Center Staffing

Tabled till a later meeting

Town Manager Reports:

Town Manager made note that Deana Workman's last day was on September 11, 2025 and that the position was put out in the Ellsworth American and has been posted on the Website. He also noted that he is working on a RFP for the paving at the fire house at Tunk Lake Road. The new fire trucks axis is wider than the currently paved area allows. This will be going out for bid soon as well. Gregory Ring asked if it could go out with the Taunton Drive bid. The Town Manager noted that where the work at the fire station needs some ground work as well it should be a separate bid process.

Committee Reports

Age Friendly Sullivan

Kimberly Brooks gave a quick update noting that she is currently in training to take over for Candy Eaton as the Representive for Age Friendly Sullivan. She also touched upon several items that was in a written report that she had submitted.

Parks and Rec

Bonnie Sparks had provided a written report for the Selectboard and community members.

Fall Festival

Yvette Grindle offered a written report and a short update on the Fall Festival.

Norman Bamford noted that the Communication Committee was down members.

Public Comment

John Keenan noted that he has given the Town Manager a bill for the work done due to the damage from the tree work earlier this year. He requested to be reimbursed for these monies.

After some discussion Norman Bamford noted that Mr. Keenan should be reimbursed and the Town Should go after the Insurance Company for the monies the Town has to give to the property owners for the damages.

Norman Bamford moved to reimburse John Keenan for the repair to his property and tree work done. Gregory Ring seconded the motion, and it passed 2/0.

John Keenan also suggested that a draft of the minutes get posted online, clearly marked as a "Draft".

Board Comment

Gregory Ring noted that in the future that the cost of hourly wages for work being done to a citizen's property be agreed on between the property owner and the Town.

Motion to Move to Executive Session

Norman Bamford moved to go to Executive Session pursuant to 1 MRSA § 405(6) (F) to discuss Confidential Records. Gregory Ring seconded the motion, and it passed 2/0.

In Executive Session at 6:00 pm. Out of executive session at 6:10 pm

Executive Session Actions

Norman Bamford discussed the actions taken in the Executive Session.

1. Voted to approved a Property Abatement.
2. Voted to approve a Conceal Carry Permit.

Motion to Adjourn

Norman Bamford moved to adjourn the meeting. Gregory Ring seconded the motion, and it passed 2/0.

Meeting adjourned at 6:15p

Sullivan Select Board
Meeting Minutes
September 16, 2025

Approval of the
Minutes from the
September 19, 2025
Selectboard Meeting

Norman Bamford

Gregory Ring

Attached:

- **Agenda of Selectboard 09-02-2025**
- **License Application for Tracey's Seafood (Beer, Wine, Spirits)**
- **Sullivan Daze 2025 Update**
- **Drug/Alcohol – Free Workplace Policy**
- **Sullivan Fire / Rescue Report**

*[For use when adopting **updated appendices only** without amending the body of an existing GA ordinance]*

MUNICIPALITY OF Sullivan
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Sullivan, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 2025 through September 30, 2026. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this 16 day of September, 2025, by the municipal officers:

Norman Bamford	
(Print Name)	(Signature)
Greg Ring	Greg Ring
(Print Name)	(Signature)
(Print Name)	(Signature)
(Print Name)	(Signature)
(Print Name)	(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

MUNICIPAL ELECTION WARRANT
FOR November 4th, 2025

HANCOCK COUNTY, SS

To: Barbara Raymond a citizen of the Town of Sullivan in the County of Hancock
Greetings:
In the name of the State of Maine, you are hereby required in the name of the State of Maine to notify the voters of Sullivan, Maine of the election described in this warrant.
On the Fourth (4th) day of November 2025 the polls will be opened at 7:45 a.m. - 8:00am for Article 1 of this Warrant. Afterwards, polls will open at 8:00 a.m. for Article 2-5 of this Warrant, with the polls closing at 8:00 p.m.

You are hereby notified that the Municipal Election in this Municipality will be held at the following location: 1888 US Highway 1 Sullivan, Maine on Tuesday, November 4, 2025 for the purpose of electing to the following officer, Adopting the Comprehensive plan and, vote on changes to the following Ordinances:

Article:

1. To elect a moderator to preside at said election.
2. To elect a Selectboard member for a 20-month term ENDING 06-30-2027.
3. To see if the Inhabitants of the Town of Sullivan will vote to on the 2025 Town of Sullivan Comprehensive Plan.
4. To see if the Inhabitants of the Town of Sullivan will vote on removing Forms and Fees from the **Building Ordinance** and to include Definitions & Updated language.
5. To see if the Inhabitants of the Town of Sullivan will vote on removing Fees from the **Rental Housing Ordinance** and to include Definitions & Updated language.

The registrars of voters will be available at Sullivan Town Office Monday through Thursday, from 7:30 a.m. to 5:00 p.m., at the polling location during the election from 8:00 a.m. to 8:00 p.m., to correct any error in or changes to name or address on the voting list and to accept any new registrations of persons eligible to vote.
All persons not registered may vote in any election by registering to vote on or before Election Day.

MUNICIPAL ELECTION WARRANT
FOR November 4th, 2025

Dated: September 16, 2025

Norman Bamford
Chairman of Selectboard

Gregory Ring
Selectboard Member

A True copy of the Warrant, Attest:

Yvette M. Grindle
Town Clerk

Age-Friendly Sullivan Update for Sullivan Select Board 9/16/25

Media
https://www.ellsworthamerican.com/announcements/cdc-rep-to-speak-sept-3/article_e741b7bd-be34-44ac-8086-f76b28b9d125.html

General Updates

- Kim Brooks is orienting as Age-Friendly Sullivan Coordinator. Candy Eaton is helping with orientation and transition. Special thanks to Candy for her unwavering support of Sullivan in general and specifically Age-Friendly Sullivan.

Community Connector

- Completed Year 2 work plans and activities
- Working with 10 families/individuals seeking assistance; housing improvements, furnace repair, grant applications, referrals to other organizations, transportation, tenant concerns and home care.
- Ladies out Lunching (LOL) met at Flanders Bay BBQ 9/12/25
- Adjusting Men's social outing to be Coffee, Cards and Conversation to better represent the interest of the men

Website Updates

- Meeting minutes
- Daily FB updates automatically posted to webpage.

Upcoming Activities/Events

- **Tues/Thursdays:** 10:30-11:30 Bone Builders
- 10/1/25 AFS meeting: Misty Gleason demonstration of Echo Dots
- 10/12/25 Ladies out Lunching (LOL) 12:00pm at Tracey's Seafood
- 10/15/25 - Vaccine Clinic 9:00 - 11:00 am (Currently only for Flu Vaccines)

Parks and Recreation Committee - September report to Selectboard

June through September highlights.

1. New Committee members elected: Alex Cammen, Melissa Kelleher, Alex Souza, Brad Banford, Veronika Banford – Connors (new Rec Center Board Rep.).
   Retired: Gary Edwards. Resigned: Tim Schunk

2. During June, July and August more than **525 volunteer hours** were clocked on P&R activities.

3. P&R reviewed the Selectboard '"ommittee procedure and responsibility statement".
   Action requested: Correct the mission and charge statement to include "organizational oversight of the Sullivan Daze Planning Committee" as it appears on the website and as approved by the Selectboard.

4. Gazebo landscaping: the project is complete and a closeout report will be submitted at the October meeting. Many thanks to: Brad Banford for his leadership, Seaside Landscaping for donating materials and equipment. The project would not have been completed without the heavy lifting and volunteer hours of Alex Souza and Logan Pung.

5. Sullivan Daze: the committee considers the event very successful. A close-out report will be submitted at the October meeting.

6. Aquatic Adventure Camp: project completed. Closeout report attached.

7. Gazebo renovations: the project is 50% done. Completion target date is 10/1.

8. Geocache: a resident approached P&R to request permission to place a Geocache at Sumner Park. We are working with volunteers to place a geocache at several other town assets.

9. P&R Committee is supporting the tuition costs for Sullivan residents who register for the American Boating Course through RSU24 Adult Ed. (see attached promotional materials.)

Ongoing

1. Pickleball court: P&R is working on an initial feasibility report to be completed during the next couple of months. The intent is to consider possible locations, size, material (asphalt vs. concrete), and costs.
2. Sumner Park granite garden wall: we are talking with Taunton Bay Stone about renovating the wall, which has sustained significant damage.
3. Russell Tennis court: we are working on a maintenance plan for court so that we Roger Wakefiels no longer wants to volunteer his time there is a plan and people who know how to carryout the work.

Aquatic Adventure Camp- Project Review and Closeout
Project Manager: Bonnie Sparks
Date Completed: July 31, 2025, last day of camp

Attendance
Week One: 10 campers
3 Sullivan residents
3 Franklin residents
2 Hancock resident
2 Out of state

Week Two: 13 campers
3 Sullivan residents
4 Franklin residents
2 Hancock resident
2 Dedham
1 Lamoine
1 Augusta (seasonal visitor)

Budget:
Instructor: $2002
Promotional Flier: $128 (donated)
Snacks: $30 - $40 (donated)
Supplies: provided by FTB and CCAR

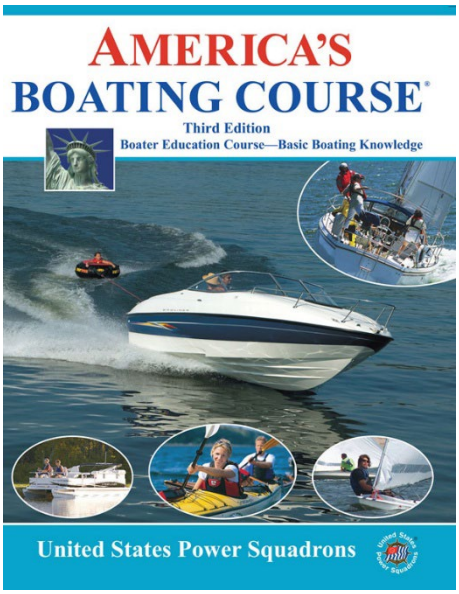
Financial Review:
Total camp registration revenue = $1725
Total Cost: $2002
Deficit: $277 (shared with Friends of Taunton Bay)
Subsidy from Parks and Rec budget to Sullivan residents: $150
Parks and Rec portion of deficit: $138.50
Total cost to Parks and Rec budget: $288.50

Volunteer Participation: 74 hours (3 people/12 hrs/week for two weeks, plus 2 hrs/snack prep)

What went well?
- The contract is through the UMaine Center for Cooperative Aquaculture Research. This year the instructor was Karlee Markovich who is the marine science teacher at Connors Emerson School. The contract gave us access to the educators at CCAR plus Karlee, who was awesome.
- We served 6 Sullivan residents and exposed 23 kids to Gordon's Wharf, our local shoreline, the Maine fisheries, local marine animals, practices that support a healthy ocean.
- We recruited a community guest speaker to talk about green crabs.
- Gordon's Wharf and the FTB Education Center is a perfect place for this camp.
- Support from CCAR is an amazing resource and benefit to us.
- The registration process seemed to run smoothly.

What can be improved?
- This year registration was down from 30 last year.
- Sullivan resident participation was down by one from last year. Do we want to increase the level of support?
- Maybe we could do a better job reaching out to the schools? Possibly the parent teacher associations?
- Volunteer recruitment: To run smoothly, the camp needs two adult assistants and a teenager or student helper. Another member of P&R should be involved in planning and implementation.

The Sullivan Parks and Recreation Committee will cover the tuition cost ($17) for America's Boating Course for Sullivan residents. Interested residents **must contact the Sullivan Town Office for preauthorization before registering with RSU24 Adult Education.** Please register early as the course is open to the public and enrollment is limited.



America's Boating Course

Learn the fundamentals of safe boating and earn the Maine state recognized certification that requires completion of a boating education course before operating most watercraft for anyone born after 1999. Class covers safety equipment, trip planning, navigation rules and aids, state and federal regulations, anchoring, dealing with adverse conditions and emergencies, communications, trailering, knots and lines, and more! The information is useful for both ocean and freshwater boating. The course includes an examination for certification. No class 11/27.
A materials/administration fee for the course is $10. Manuals are $35 if you want to buy one. These fees are payable at the first class by cash or check (to "Penobscot Bay Sail and Power Squadron"). This course is sponsored by the Penobscot Bay Chapter of the US Power Squadrons, America's Boating Club.

Instructor: Craig Shipp
Thu ● 10/30 – 12/4 ● 5:30p – 8p ● 5 weeks
Location: Sullivan Learning Center, Room 1
Cost: $17

Fall Festival Committee Report 9-16-25

The Date of the event is October 4th 10 am - 4 pm. The committee for the Fall Festival 2025 met on 9-7-2025. The first item of business was to organize the volunteers. More volunteers will gladly be accepted.

The Event has been managed by Yvette Grindle and she has informed many of the Sullivan Daze vendors about the Fall Festival.

The Poster design has been decided and other area agencies have agreed to be at the festival. These include CCAR, Friends of Taunton Bay, Healthy Acadia, Sullivan Sorrento Historical Society. Other agencies contacted and yet to hear back from is Frenchman's Bay Library, Acadia National Park, and Frenchman's Bay Conservancy.

Activities planned are Pumpkin Painting, Rock Painting, Bill Procko and Logan Pung will be offering skateboard demos and helping with tips and opportunities to try new skateboarding techniques . There are other activities that can be done if we have enough volunteers.

There will be a number of craft vendors, a bake goods table (proceeds to going towards the Parks and Rec for specific projects.) There is going to be a Rabies Clinic as well offered by Schoodic Animal Hospital.

The hope is to have the event outside at the Sorrento Sullivan Rec Complex if weather allows. If it is raining then it will be inside the Rec Building.

The Goal is to feature the Skatepark/ Playground area as many folks do not know how nice of a facility the Town has for the youth of the Town.

Submitted by Committee Chair

Yvette Grindle

Invoice #250916

ALL ABOUT THE HOUSE

205 Ashville Road
Gouldsboro Maine 04607

09/16/2025

Customer;

John Keenan
3 Frenchmans Bay Lane
Sullivan Maine 04664
207- 610-9010

Utilizing Customer Survey of John Keenan
Eastern Surveying CO. INC.
12 McInnis Road
Hancock, Maine 04640
E. Pare 3906

1. Place Boundary flags (5) along South Easement Boundary of Old Route One currently named Town of Sullivan roadway Grange Hall from found marked monument(s) West & East.
Located Southwest monument iron stake of corner property 2775 U S Highway One 028-004 to cross reference boundary.

2. Photograph Boundary Flags showing damage by other party to customer's landscape property not contained inside roadway easement.

3. Performed a "three cut method" pruning of oak tree limbs of splintered remains of limbs with removal of cut debris from said pruning.

4. Located 4 Arborvitae "white cedar" Cupressaceae native tree stumps inspect for regrowth. No indication of regeneration. Stumps marked and photographed.

5. Provide replacement quote including planting.

Subtotal amount of invoice as follows;

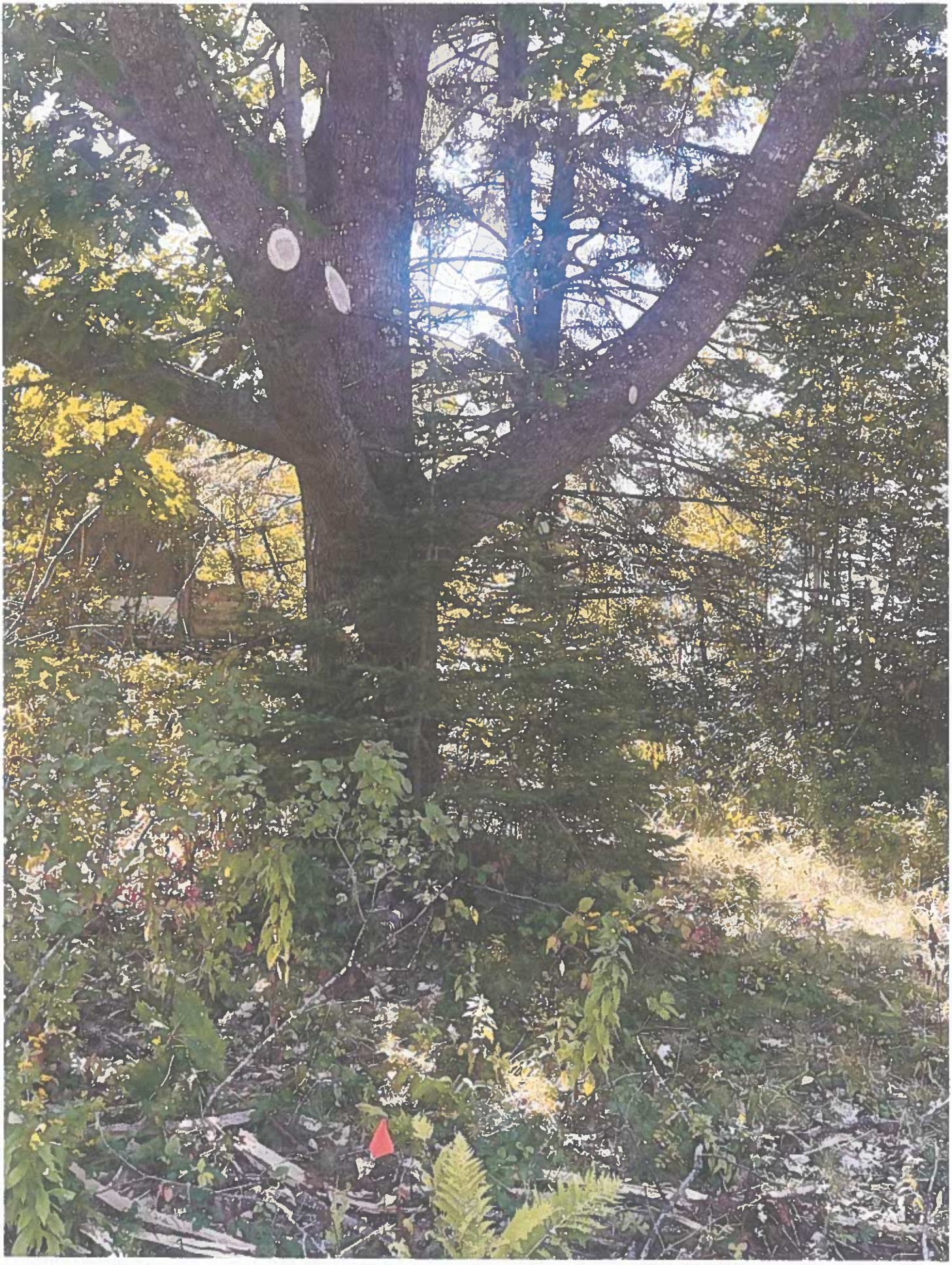
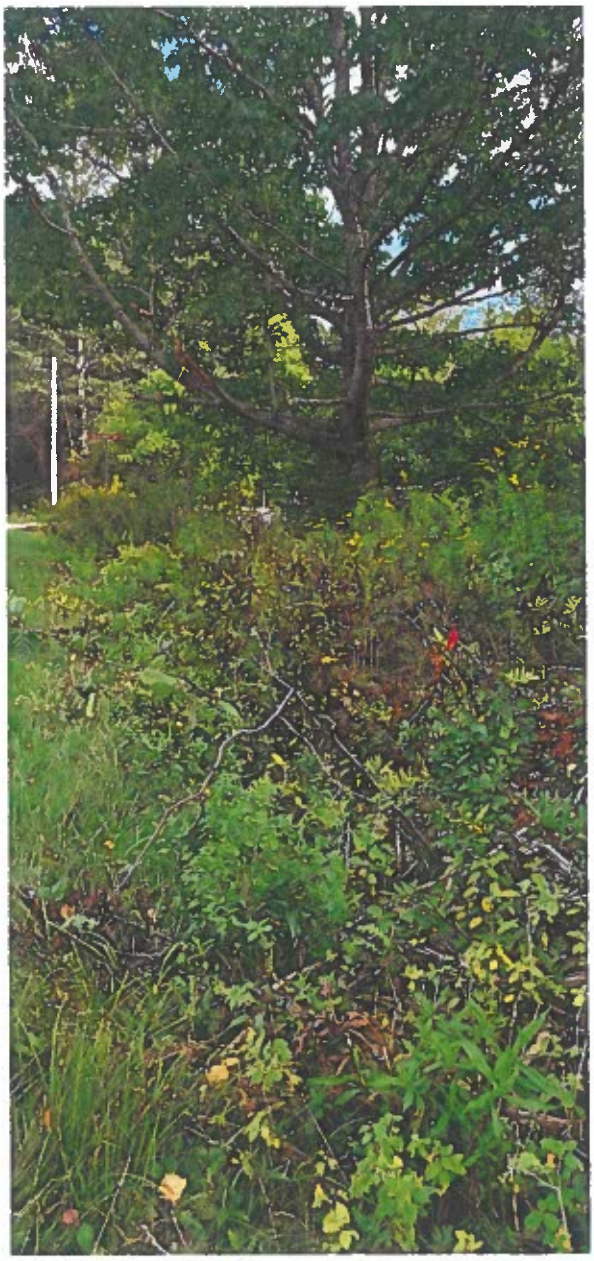
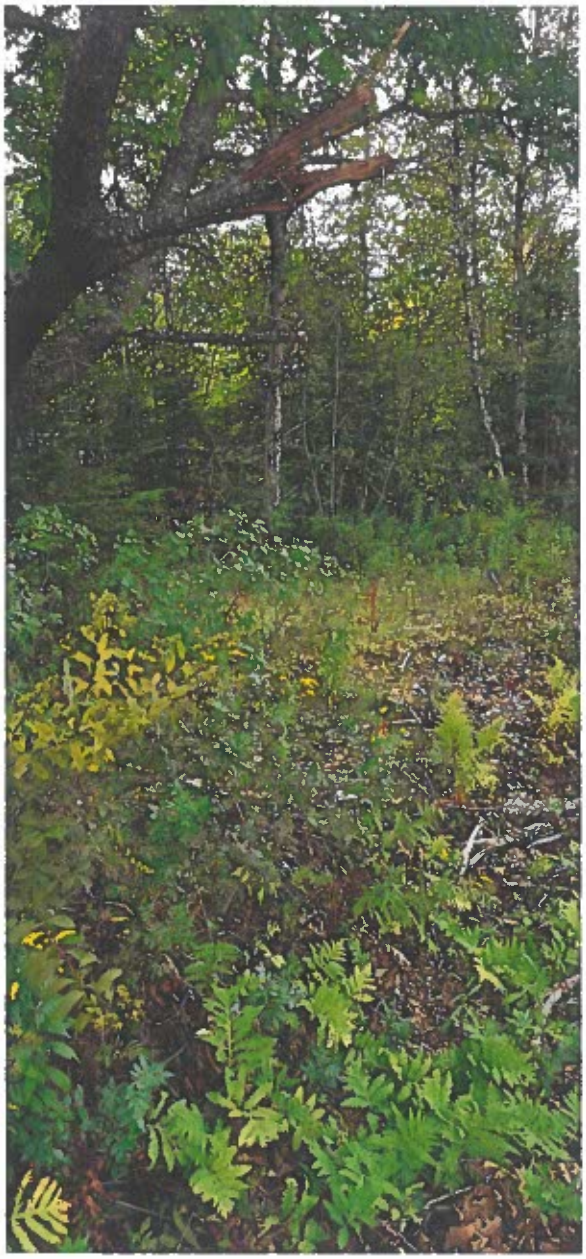
Materials

Photographs and marker flags	$ 133.00
Gas and oil	$ 15.00
Labor 4 hours @ $ 98.00 per hour	$ 392.00
Total amount Due	$ 540.00

Thank you,

Paid Cash 09/16/2025 $ 540.00

Cedar Tree replacement and planting Quote;

(4) 6' to 8' cedar Trees @ $ 140.00 each	$ 560.00
1 yard Garden Soil @ $ 80 per yard	$ 80.00
5 man hours Labor @ $ 98.00 per hour	$ 490.00

Total amount of Quote $ 1,130.00