Sullivan Select Board
Meeting Minutes
October 21, 2025

Selectmen: Norman Bamford, and Gregory Ring
Town Manager: Ray Weintraub, Town Clerk: Yvette Grindle
Audience: Gary Edwards, Michael Pinkham I, Kim Brooks, Micharl Hosking, Arthur Blais and Gerald Erbes

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

Adjustments to the agenda

One Adjustment was made to removed Executive Session pursuant to 1 MRSA § 405(6) (F) to discuss Confidential Records. As there was no records that needed to be attended to at this meeting.

Approval of Prior Meeting Minutes

Norman Bamford moved to approve the minutes from the October 7, 2025 meeting. Gregory Ring seconded the motion, and it passed 2/0.

Treasurers Warrant

After a brief discussion it was decided to pull out one of the card charges due to concerns about paying the charges of alcoholic beverages while individuals were at a conference. This will be discussed at the next board meeting about adopting a policy for expenditures while representing the Town at conferences and other training events.

Norman Bamford moved to approve the Treasures Warrant excluding the credit card charges that had alcoholic beverages charges while attending a conference and training event. Gregory Ring seconded the motion, and it passed 2/0.

New Business:

Shellfish Opportunity at Gordon's Wharf

Michael Pinkham I addressed the Selectboard about the use of the basement in the house at Gordons Wharf. This will be used for growing baby clams to seed the flats that encompass the 7-town shellfish commission. He presented two images that showed the size of the clams when they come in and how it would look. He also discussed the cost and how it would be a benefit to the Town of Sullivan.

These clams will help seed the flats for the diggers in Sullivan and the surrounding towns. The clams are declining due to the green crabs, climate change and ribbons worms. This operation will help with replenishing the clams.

Norman Bamford moved to approved to have Michael Pinkham I to approach the 7-Town Shellfish Commission about using the basement at the Gordon Wharf House, for the clam growing business. Gregory Ring seconded the motions, and it passed 2/0.

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Old Business:

Town Manager Reports:

Town Manager

The Town Manager reported that

1. The Salt shed is now full
2. As of November 1, 2025 the Cemeteries will be foot access only, Vehicles will be prohibited from going on the roads.
3. The Mutual aid contra with Northern Light they are having meetings. See attached information sheets to see how many Towns Sullivan Fire Rescue covers as #2 if the Northern Lights is not available.

Reports from Committees:

Age Friendly

Kim Brooks gave a general overview of the written report she had submitted.

Parks and Rec

Bonnie Sparks also had submitted a written report. Kim Brooks stood in for Bonnie as a Parks and Rec rep. and answered a few questions.

Public Comment

Michael Hosking expressed concern about the personal expenditures while on training. That there should be a policy put in place.

Gerry Erbes stated that some of the dump trucks decided to honk their horns at 5:55 a.m. the morning after the last Selectboard meeting.

Expressed concerns about the comprehensive plan and the expenses. Mr. Erbes asked if someone could sit down and explain the budget to him. Michael Hosking offered to sit with him. He asked who proposed the increase for the fire and EMS pay. Norman Bamford noted that it was part of their budget.

Board Comment

None remarks made.

Motion to Move to Executive Session

Norman Bamford moved to enter into executive session pursuant to 1 MRSA § 405(6) (A) to discuss Confidential Records. Gregory Ring seconded the motion, and it passed 2/0.

Moved in to Executive Session @ 5:45 pm

Out of Executive Session @ 5:55 pm

Executive Session Actions

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Norman Bamford moved to approve the time off request Greg Ring seconded the motion, and it passed 2/0.

Motion to Adjourn

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

Meeting adjourned at 6:00pm

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Approval of the Minutes from the October 21, 2025 Selectboard Meeting

Norman Bamford

Gregory Ring

Attached:

- **Minutes of Selectboard 10-21-2025**
- **Photos of Seed Clam Business**
- **Age Friendly Written Report**
- **Parks and Recreation Committee Report**

Northern Light Medical Transport - Hancock County Mutual Aid

Town Name	First	Second	Third	Fourth	Fifth	Sixth
Ellsworth	NL-Ellsworth	Ellsworth Fire Department	updated response plan provided by Ellsworth Fire Department			
Trenton	NL-Ellsworth	Mt Desert FD	Sullivan	Bar Harbor	PAC	Southwest
Lamoine	NL-Ellsworth	Sullivan	Mt Desert FD	Bar Harbor	PAC	Schoodic
Sullivan	NL-Ellsworth	Sullivan	Schoodic	PAC	Bucksport	
Hancock	NL-Ellsworth	Sullivan	Schoodic	PAC	Bucksport	
Franklin	NL-Ellsworth	Sullivan	Schoodic	PAC	Bucksport	
Eastbrook	NL-Ellsworth	Sullivan	NLMT - Bangor	Schoodic	PAC	
Fletcher's Landing - T8SD	NL-Ellsworth	Ellsworth Fire Department	PAC	Brewer (officer discretion)	Bucksport	
Waltham	NL-Ellsworth	Sullivan	PAC	Schoodic	Bucksport	
Otis	NL-Ellsworth	NLMT - Bangor	Brewer (officer discretion)	PAC		
Mariaville	NL-Ellsworth	NLMT - Bangor	Brewer (officer discretion)	PAC		
T7SD	NL-Ellsworth	Sullivan	Schoodic	Bold Coast		
T9SD	NL-Ellsworth	Schoodic	Bold Coast	Sullivan		
T10SD	NL-Ellsworth	Schoodic	Bold Coast	Sullivan		
T16SD	NL-Ellsworth	NLMT - Bangor	Sullivan	Schoodic	Bold Coast	
T22MD	NL-Ellsworth	NLMT - Bangor	Sullivan	Brewer (officer discretion)	PAC	
Sorrento	NL-Ellsworth	Sullivan	Schoodic	Bold Coast		

agency	dispatch	phone number
NL-Ellsworth	MedComm	
Ellsworth Fire Department	HCRCC (night)/Ellsworth PD (day)	(207) 667-7575 / (207) 667-2525
Sullivan	HCRCC	(207) 667-7575
PAC	HCRCC	(207) 667-7575
Bar Harbor	Bar Harbor	(207)288-3391
Bucksport	Bucksport PD	(207)469-7951

created 1/7/2025; revised 10/20/2025

agency	dispatch	phone number
Mt Desert FD (MDFD)	Mt. Desert PD:	(207) 276-5111
Brewer (officer discretion)	PRCC	(207) 561-6535
Milbridge	WCRCC	(207) 255-8308
Southwest	Southwest PD	(207) 244-7911
Schoodic	HCRCC	(207) 667-7575
Bold Coast	WCRCC	(207) 255-8308

NLMT Region 3 meeting initial agenda

Date: October 20, 2025
Time: 1500-1600hrs
Location: Teams only

1. Welcome
2. Communication
    a. UPDATE: no update
3. Training
    a. NLMT is offering several training opportunities. See dates below:
    b. UPDATE: no update
4. Mutual aid
    a. NLMT will send out PDF of mutual aid plan to this group after this meeting.
    b. NLMT and Sullivan are working to update response plan and contract.
        i. Sullivan EMS may disregard NLMT if able to transport and on scene prior.
    c. UPDATE: no update
5. Contract changes and per capita fee
    a. UPDATE: no updates
6. Updates from each attendee:
    a. UPDATE:
    b. MDI
        i. Marathon yesterday with no incidents.
        ii. Local training
        iii. Working on getting a PIFT training and some grant funded training
    c. Sullivan
        i. Multiple calls happening, including MCIs.
        ii. Events in the local communities – multiple
    d. PAC
        i. New call volume records
        ii. Purchased lift device (700 lb capacity) – Mangar Eagle
7. Future meetings
    a. Maine Coast MOB Conference room unless notified otherwise, with a virtual option.
    b. Time for meetings
        i. Third Monday quarterly
        ii. 1500-1600hrs
        iii. January, April, July, October
8. Action items
    a. UPDATE: No action items for this meeting

Northern Light Medical Transport will be hosting **FREE** quarterly.

NLMT - Hancock County Quarterly EMS Training
LOCATION: Northern Light Maine Coast Memorial Hospital, in the MCH MOB Classroom
TIME: 1800-1930hrs

Date:	Topic:
11/18/2025	Cardiology
2/24/2026	Trauma
5/19/2026	Medical
8/25/2026	Airway, Respiration, Ventilation (ARV)
11/17/2026	Cardiology

NLMT - Penobscot County Quarterly EMS Training
LOCATION: Northern Light Medical Transport, 931 Union Street, Bangor.
TIME: 1730-1900hrs.
*Please Park in the upper third tier of the parking lot. Call 207-973-4710 to be let in.

Date:	Topic:
10/27/2025	Medical
1/26/2026	Airway, Respiration, Ventilation (ARV)
4/27/2026	Cardiology
7/27/2026	Trauma
10/26/2026	Medical

Attendees:
Jon Zumwalt

Age-Friendly Sullivan Update for Sullivan Select Board 10/21/25

General Updates

- Kim Brooks is continuing to get oriented as the Age-Friendly Sullivan Coordinator.
- Monthly meeting held 10/1/25 with a demonstration by Misty Gleason of the Echo Dot and smart home automation.
- Vaccine Clinic 10/15/25- Held at the town office where 42 people received vaccines in 2 hours. The event was planned to be a Flu only vaccine clinic, however, we were surprised that Northern Light was able to bring 21 COVID vaccines which were offered on a first come-first served basis to participants. Prior to the event, appointments were scheduled in 5 minute increments and we were able to accommodate several walk-ins. With this plan, parking concerns from previous events we eliminated and participants were in and out quickly. Special Thanks to Candy Eaton and Misty Gleason for their coordination and experience.
- The community garden is complete for the season. 8 volunteers, 20 raised beds + the hoop house generated / donated many hundreds of pounds of fresh produce to the "Take it or Leave it" table at the town office & food pantry at the Rec Center.
- The monthly birthday card program continues providing birthday cards to every adult in Sullivan. Lynn Dunbar maintains the master list; Misty Gleason organizes the cards, lists, instructions, stamps into packages for all the volunteers who write a person note to the recipients (up to 10 volunteers/month).
- 5 monthly Food Boxes picked up and delivered to Sullivan residents from the Eastern Area Agency on Aging. (8 volunteer hours)

Community Connector

- Misty Gleason is actively working with 12 families/individuals seeking assistance; housing improvements, furnace repair, grant applications, referrals to other organizations, transportation, tenant concerns and home care. She currently has 8 additional referrals to individuals that may have need of services.
- Ladies out Lunching (LOL) met Tracey's Seafood with 15 attendees on 10/12/25
- 10/15/25 Vaccine Clinic Appointments - Misty directly contacted prior vaccine clinic participants and community members and was able to schedule over 40 appointments.

Website, Media and Communications Updates

- Meeting minutes to website
- Vaccination Clinic Announcement to webpage and electronic sign
- Daily FB updates with automatic posting to webpage.
- Town Crier - Community Connector Update and Vaccine Clinic Announcement
- Ellsworth American - Calendar Item for Vaccine Clinic 10/15/25
- Press Releases Sent - Monthly Meeting & Vaccine Clinic

Upcoming Activities/Events

- **Tues/Thursdays:** 10:30-11:30 Bone Builders
- 11/5/25 AFS meeting: Guest Speaker Larissa Heanssler of Eastern Area Agency on Aging will discuss their Veterans Directed Care Program
- 11/7/25 & 11/21/25 - Card and Coffee get togethers for the Gents at Town Office
- 11/14/25 Ladies out Lunching (LOL) 12:00pm at Black Sheep Restaurant

Report to Selectboard – October 21, 2025

As a reminder: the Parks and Rec Committee (P&R Comm) is trying to use a project management approach to our prioritized initiatives. As such each initiative will have a project plan with a scope of work, budget (when appropriate) and designated roles (owner, sponsor, manager). The concept is to improve communication, assign responsibility and define the scope of work involved. At the end of each project or project phase the responsible project manager will submit a closeout report.

The following projects are either in progress or completed.

1. The Parks and Rec. Committee has closed out two more projects for 2025: Sullivan Daze and the Gazebo landscape project. I've included those reports for your reference.
2. At our October meeting we reviewed an initial design development proposal from Nor'east Skateparks of Auburn Maine. The committee asked that the proposal include the whole footprint of the existing park and then break the project into phases that can exist as potential independent projects.
3. At the November meeting we will vote on the design development proposal. If accepted, we will announce an open meeting date in early December to view a potential design and seek community feedback and ideas. As a reminder the design development and planning stage is being covered by a $10,000 grant from the Main Community Foundation.
4. Kim Brooks is working on project initiation plan to assess the feasibility of a pickleball court. The scope of work will include possible construction sites and costs.
5. P&RComm is investigating the possibility of sponsoring a Bike Rodeo with RSU 24 Adult Education and the Maine Bike Coalition. This event would be held in early May.
6. The Fall Festival was a success. Closeout report due at our November meeting.
7. The gazebo renovation is almost complete, only the electrical work remains. A closeout report will be submitted at the November meeting.
8. We are exploring the design and cost of renovating the old granite wall at the Sumner Park Garden. We met onsite with Taunton Bay Stone. Next step will be a consult with Larry Johannesman, DOT landscape architect, to consider if an accessible ramp can be part of the wall renovation project.

10/3/25

Sullivan Daze Review and Final Report
Event Dates: Friday, August 1, Saturday August 2, 2025

Chairperson: Misty Gleason
Co-Chair: Yvette Grindle

Town Revenues:

Vendor Fees	$675
Sponsorships	$600
Donations	$500
Raffle, Tee Shirt Sales, Boat Rides and Bounce House	$5,881

Parks and Recreation benefit from the success of the Sullivan Daze Event!

Total Expenses- Bands, print, tees, tech, tickets, sign.	$3,302.76
Rev/Expense Balance Profit	$4,353.24

Fire Department Revenue	9,944.74
Fire Department Expenses	3,972.00
Revenue/Expense Balance	5,972.74

The Fire Department clearly benefits from the success of the Sullivan Daze Event!

Total profit from the event that benefit Sullivan Residents: $11,853.74

Events that are most beneficial and appreciated:

1. Music.- Music in the Park each Wednesday in July to culminate with Sullivan Daze Music Festival create a summer of connected music and community music venues.
2. RAFFLE - The raffle is the event that is enjoyed by all and gains the best revenue.
3. Friday night event - 100 people were present at any given point in the evening and programs for the next day were distributed with raffle items to consider the next day. This built increased awareness and enthusiasm for the raffle.
4. Saturday attendance was exceptional! 200 people were estimated to be present

Total participation from community members: 300 or MORE!

Volunteers:

8 committee members providing at least 275 hours in planning and day of.

5. The day of event Fire Dept volunteers gave at least 150 hours
6. Additional town volunteers day of event 10 x 10 hrs. 100 hours
7. Raffle volunteers at least 150 hours

Total 675 volunteer hours

Gazebo landscaping- Project Review and Closeout

Project Manager: Bonnie Sparks,
Implementation: Brad Banford
Date Completed: September 16, 2025, date of last invoice

Work Initiated: May 18
Work Completed: July 27

Budget:
Equipment

- excavator initial dig - $500 donated by Chris Richardson of Southwest Harbor
- dump truck to haul materials to site (6 afternoons, multiple trips) - $1000 donated by Seaside Landscaping and Garden Center (SL&GC)
- excavator and truck to remove debris - $200 donated (Stanley Construction)

Supplies/Materials

- landscape cloth, cloth staples - $350 donated (SL&GC)
- loam, mulch, crushed stone, river rocks -$1143.75
- flowering Shrubs (15 bushes - two donated by SL&GC) - $776.34
- plants/bulbs – beyond project scope. Plant numbers and costs were not assigned.

Financial Review:
Total Cost: $3970.09
Total donations: $2050.
Total cost to Parks and Rec budget: $1820.09

Volunteer Participation:
10 Sundays: 5 hours/ 5 volunteers each day – Approximately 250 hours.
Brad, Alex and Logan spent countless hours lugging, digging, and watering, which are not wholly reflected in this figure. P&R is most grateful for their commitment.

What went well?
- Brad's skill, creativity and passion were instrumental to our success. Plus, he identified new volunteers with a special interest in working to maintain the beauty of Sumner Park
- The gazebo garden is beautiful, and it was completed on time for Sullivan Daze!
- It was great to have participation and support from a local business: Seaside Landscaping.
- Dedicating specific weekly hours to a lengthy project helped promote it and attract participants.

What can be improved?
- It is essential to have a project management plan in place before initiating a project. Why: to establish a clear definition of the project, to avoid project scope creep, to identify lines of communication and responsibility, to establish a budget agreed to by the P&R Committee.
- Clearly state what is being donated, assign a value to each donation, specify the required documentation (such as signed donation forms or receipts), and designate who is responsible for accepting and recording each donation.