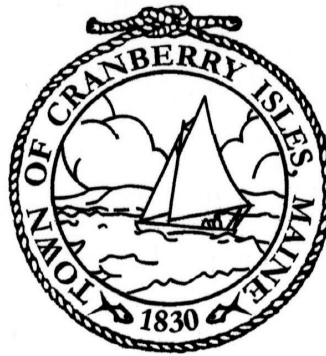


SELECT BOARD  
KATELYN DAMON, BOARD CHAIR  
JANUARY BENNETT  
INGRID GAITHER



ADMINISTRATIVE ASSISTANT  
TO THE SELECT BOARD  
JAMES FORTUNE

TOWN CLERK / TREASURER  
BENJAMIN SUMNER

PUBLIC SAFETY COORDINATOR  
SHARON MORRELL

**Select Board Meeting Minutes  
December 2, 2025  
Cranberry Isles Town Office**

**Attendance:**

Katelyn Damon, Select Board Chair  
January Bennett, Select Board  
Ingrid Gaither, Select Board  
Benjamin Sumner, Town Clerk  
James Fortune, Admin. Asst.  
Sharon Morrell, PSC(video)  
Jonathan Wood(video)

Colton Sanborn(video)  
Edward Gray(video)  
Johnathan Bennett, Deputy Town Clerk  
Hannah Folsom  
Carl Brooks(video)  
Phil Whitney

**I. Call to Order: 8:30 A.M. by Chair Katelyn Damon**

**II. Review/Sign Financial Warrants**

Select Board reviews Financial Warrants:

Warrant#123	\$ 8,598.71
Warrant#127(school)	\$ 59,227.81
Warrant#129	\$ 2,730.15
Warrant#130	\$ 7,620.41
Warrant#131(school)	\$ 21,131.10
Warrant#132	\$ 99,790.99
<u>Total:</u>	<u>\$ 199,089.17</u>

All warrants were approved and signed by the Select Board, without dissent.  
Katelyn Damon advises The Greenwood Invoice was for the GCI firetruck.

### **III. Review/Approval of Meeting Minutes:**

Katelyn Damon moves to approve meeting minutes for November 6, 2025, as written. Ingrid Gaither seconds the motion. Motion approved 3-0.

### **IV. New Business**

#### **A. TCI Commuter Ferry Contracts**

Tabled until the next December meeting.

#### **B. LCI & GCI Road Bids**

Select Board reviews one bid for LCI & GCI road repair:

- 1) John Goodwin Jr. Construction \$729,740 for all work.

General discussion of price and budget. Katelyn Damon moves to accept a portion of the bid, \$163,019 for work on Islesford Main Street, \$86,910 for work on Islesford Sand Beach Road, \$44,535 for work on Islesford Hadlock Street, and \$173,000 for work on GCI town parking lot. January Bennett seconds the motion. Motion approved 3-0.

#### **C. Manset Parking Lot Bids (15 Mansell Lane)**

Select Board reviews two bids for the Manset Parking lot construction:

- 1) John Goodwin Jr. Construction: \$219,096 for groundwork, excluding electrical and landscaping.
- 2) Gardner Concrete: \$439,000

Katelyn Damon moves to accept the bid from John Goodwin Jr. Construction for \$219,096. January Bennett seconds the motion. Motion approved 3-0.

#### **C. Assessing Service Contract**

Benjamin Sumner reports that Matt Caldwell will be leaving RJD Appraisal. General Discussion. No action taken.

#### **D. Sutton Island Update: Dredging/ Boardwalk/Dock Replacement**

Katelyn Damon advises there is currently no update on Sutton Island dredging. Jonathan Wood comments on progress of Sutton Island dredging. General discussion. Katelyn Damon proposes, without dissent, Harbor Committee consideration of dredging at the Sutton Town Dock.

James Fortune reports that Prock Marine has advised a date of April 1, 2026 for Sutton Island dock replacement. James Fortune reports that Larry Hardison is working on the boardwalk.

#### **E. Town Manager Transition Committee Update**

Katelyn Damon advises there are no current updates.

#### **F. Public Safety (ICSD Update)**

Katelyn Damon reports that a consultant visited both islands to gather information from residents on EMS.

#### **G. Community Action Grant Update**

James Fortune advises that the down payment for the expansion batteries has been made and a final report on the initial stage of the grant has been submitted.

#### **H. HCPC Comp Plan Update**

Katelyn Damon reports that the volunteer application will be put on the Town website.

#### **I. Parking Ordinance: Proposed Amendments**

Tabled, without dissent, until the next December meeting.

## **J. 2026 Budget Workshop**

Tabled, without dissent, until the next December meeting.

## **K. 2026 Town Report**

Tabled, without dissent, until the next December meeting.

## **V. Other Business**

Ingrid Gaither reports that she will work with Sharon Morrell on the satellite town office space within the GCI Firehouse. Sharon Morrell advises that work needs to be done on the keypad lock for the GCI fire station. Katelyn Damon moves to allocate \$1500 from the Select Board contingency fund to make an office space for Town business at the GCI Firehouse. January Bennett seconds the motion. Motion approved 3-0.

Sharon Morrell advises that she will get an estimate for the notification service that Southwest Harbor is currently using. Katelyn Damon asks Johnathan Bennett about other options. Johnathan Bennett suggests possibility of using an email notification for website updates. Katelyn Damon directs Johnathan Bennett to research the feasibility of RSS feeds for the Town website.

James Fortune advises that Andrew McCullough completed a site review of the LCI Garage and Transfer Station. A recommendation for constructing two separate buildings on the site is being prepared.

James Fortune advises that he can deliver Select Board information packets digitally. Katelyn Damon proposes, without dissent, a trial of the digital packets.

Ingrid Gaither asks about the Axiom Technology Fund payment. Jim Fortune will follow up with Axiom.

## **VI. Audience Communication**

Carl Brooks asks about the Parking Ordinance. General discussion. Phil Whitney asks about the boulders on Great Cranberry at the town dock parking lot being moved again recently.

## **VI. Review/Action Items**

Select Board Chair reviews and assigns Action Items, without objection.

## **IX. Adjournment**

Katelyn Damon moves to adjourn. Ingrid Gaither seconds the motion. Motion approved 3-0. Adjourned 11:10 A.M.