

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
February 3, 2026
Cranberry Isles Town Office**

Attendance:

Katelyn Damon, Select Board Chair	Phil Whitney
January Bennett, Select Board	Mark Ouellette
Ingrid Gaither, Select Board	Hannah Folsom
Benjamin Sumner, Town Clerk	Malcom Fernald
James Fortune, Admin. Asst.	Carl Brooks(video)
Johnathan Bennett, Deputy Town Clerk	Sophia Caldwell(video)

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

II. Review/Sign Financial Warrants

Select Board reviews Financial Warrants:

Warrant#57	\$ 18,700.31
Warrant#58	\$ 8,989.04
<u>Warrant#59</u>	<u>\$ 182,411.93</u>
Total:	\$ 210,101.28

All warrants were approved and signed by the Select Board, without dissent. Ingrid Gaither asks about GCI snow shoveling hours. January Bennett asks about Town Office ramp snow shoveling. General discussion. Katelyn Damon proposes, without dissent, that Jim Fortune discuss current snow shoveling contract with contractor.

III. Review/Approval of Meeting Minutes:

Katelyn Damon moves to approve meeting minutes for January 20, 2026, as written. January Bennett seconds the motion. Motion approved 3-0.

IV. New Business

A. Sign 2026 Budget and Town Warrant

Benjamin Sumner presents the 2026 budget and Warrant. Katelyn Damon moves to approve and sign the Warrant as presented. January Bennett seconds the motion. Motion approved 3-0.

B. Review 2025 Town Report

Johnathan Bennett presents photos submitted by the public for the Town Report. Select Board members review and select cover photo, without objection.

C. Annual Parking Letter & Fees

James Fortune presents the annual Parking Letter to be mailed this month. Katelyn Damon proposes, without dissent, to edit the annual parking letter. Katelyn Damon moves to set the space prices at \$450 at Northeast Harbor, \$350 at Manset, \$60 at Joy Lot, and \$20 for a TCI boat sticker. January Bennett seconds the motion. Motion approved 3-0.

D. Axiom Technologies

Mark Ouellette, on behalf of Axiom Technologies, presents information on current Axiom status, and a proposal to buy the Town's Equipment and possible upgrades to the infrastructure of Town internet. Mark Ouellette proposes upgrades to reduce electrical costs. General Discussion. Katelyn Damon suggests a reformation of the Broadband Committee. Mark Oulette suggests the possibility of an Island Tech. Katelyn Damon proposes, without dissent, to table discussion of the Technology Fund and Axiom contract until the regular April meeting. Katelyn Damon moves to reform the Broadband Committee, comprising up to 5 members. Ingrid Gaither seconds the motion. Motion approved 3-0.

E. Dock Camera Access Policy

Ingrid Gaither presents research into dock camera policy. General Discussion. Ingrid Gaither proposes, without dissent, access be limited to Town employees.

F. Employee Performance Review Policy

Katelyn Damon presents research on an Employee Review Policy. General Discussion. Katelyn Damon moves to adopt the Employee Review Policy. January Bennett seconds the motion. Motion approved 3-0.

V. Old Business

A. Comprehensive Plan Update

Katelyn Damon reports that the Comprehensive Plan Committee will be having their organizational meeting.

B. Sutton Island Updates, Dredging

Katelyn Damon advises no current updates. The warrant has an article for Sutton Island Dredging testing.

C. Dock updates, GCI: flagpole, outer platform planking, railing. LCI: light, dock camera feed

General Discussion. James Fortune advises that the GCI flagpole has not been repaired. Ingrid Gaither will discuss with James Fortune further. James Fortune advises that the outer planks on GCI dock have been repaired. Katelyn Damon asks about the broken railing on the GCI dock. James Fortune will have a contractor on GCI repair the railing. James Fortune will order shingles for GCI dock stairs. James Fortune advises that the light on the LCI dock has been repaired.

D. LCI Town Garage

James Fortune advises that Andrew McCullough is continuing to work on the site plan.

E. Satellite Town Office

Ingrid Gaither reports that the mailbox for the satellite town office has been selected, cleaning is underway, and that a site visit has been conducted.

F. ICSD Update

Katelyn Damon reports that public meetings are being scheduled.

G. MSW Contract Update

Katelyn Damon reports that James Fortune will be working with her to edit the contract.

H. Public Restroom

No Updates. Katelyn Damon proposes, without dissent, to remove this item from consideration for future meetings

I. Manset Leases

No Update. Katelyn Damon will follow up.

VI. Other Business

Katelyn Damon asks about questions concerning reversing the direction of the afternoon Commuter Ferry, starting on GCI and ending on Islesford. The proposal would adjust the schedule to coincide with the School schedule and location so that extracurricular afternoon events including both islands can take place on GCI as they do when school is on Islesford. General Discussion. Select Board suggests, without dissent, that Hannah Folsom ask the School Board for further clarification.

Ingrid Gaither asks about current recycling process. General Discussion.

VII. Audience Communication

Carl Brooks comments on the Town population and its effects on remaining a township.

VIII. Review/Action Items

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

IX. Executive Session: Personnel Matter, 1 M.R.S.A. §405(6)(A)

None.

X. Adjournment

Katelyn Damon moves to adjourn. January Bennett seconds the motion. Motion approved 3-0. Adjourned 11:22 A.M.