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Town Manager Transition Committee Meeting Minutes

Tuesday, July 21, 2026

Attendance:

Joe Connell, Chair
Lauren Noether, Vice Chair
Heather Spurling, Secretary
George Dickson, Jim Kehoe, Committee Members.
Judith Timyan, Community Member.

I. Call to Order

A. The meeting was called to order at 4:36pm by Chair Joe Connell.

II. Approval of Minutes

A. Motion to approve minutes was made by Jim, seconded by Lauren. All in favor.

III. Continued Planning for a Listening Session

- A. Joe recapped some of the reasons for the necessary rescheduling of the session initially planned for Saturday, June 27th. The main reasons for postponing were due to lack of availability of Committee members and a lack of advertising.
- B. George and Heather reported that they received a postcard advertisement for the June event a day or two before it was scheduled. Others reported that they did not receive one, suggesting an inconsistency in previous advertising methods.
- C. The Committee agreed that the optimal time for a mailer to go out would be two weeks prior to the listening sessions.
- D. Joe reported that Avery from Hancock County Planning Commission is more available to facilitate a listening session on weekdays in August. She will be unavailable in September.
- E. Jim proposed Wednesday, August 19th for the listening session. Joe agreed that sometime at the end of August would be more reasonable. Jim, Garth, George, and Joe should be able to attend on 8/19, while Heather should be able to attend for the morning session on Islesford.
- F. Thursday, August 27th was proposed as a backup date.

- G. The Committee agreed that a similar time frame to the initially planned June event would work well in August. The previous sessions were scheduled from 9:30-11 on Islesford and 2:30-4 on GCI.
- H. The listening sessions will be held in person, not via Zoom. The meetings will not be recorded for legal reasons.
- I. Food and beverage will not be provided by the Committee.
- J. The Committee will not create a handout for the listening session, though one might be provided by Avery regarding information on town governance.

IV. Next Steps for this Committee

- a. Given the town's recent comprehensive planning process, Joe weighed in that it might not make sense for the Committee to make a recommendation before results of the comprehensive plan are available. Joe added that the Committee's findings should dovetail those of the C.P., making the point that our research is vital to the big picture.
- b. Lauren clarified that the Committee will not make a recommendation to voters until the comprehensive plan findings have been presented.
- c. Joe suggested that the Committee's work in the next few months should be to follow up from public sessions and begin writing our report, with the goal of completing those steps by the end of this fiscal year.

V. Input From Community Members

- a. Joe thanked Judith for joining, and apologized for not having much "juicy" content to share during the meeting.
- b. Joe clarified that the Committee intentionally does not have much of a "preview" for the upcoming listening sessions. This is because the goal will be to make a presentation of the Committee's research and to listen to what the Community has to add to the conversation.
- c. Judith weighed in briefly about what she has been hearing in conversations around town.

VI. Action Items for Next Meeting

- a. Joe will confirm the proposed Listening Session dates with Avery.
- b. Heather will reserve the Neighborhood House on Islesford once a date is chosen.
- c. Joe will reserve the Ladies Aid on GCI once a date is chosen.

VII. Subsequent Meeting

Will take place on Tuesday, September 8th at 4:30pm via Zoom.

VIII. Adjournment: 5:01pm

Jim moved to adjourn, George seconded. All in favor.