

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, July 16, 2025 @ 6:00 PM

 APPROVED

7/30/25

MINUTES

Members Present:

Chair Shey Conover, Vice Chair Peter Anderson, Melissa Burns, Stephen Pendleton,
Peter Rothschild

Others Present:

Town Manager Janet Anderson, Murt Durkee, Janis Petzel, Bill Thomas

Others Present via Zoom:

J. Leach, Dan Tutor, Fred Porter

Call to Order: Chair Shey Conover called the meeting to order at 6:00 PM, and a quorum was established.

Minutes of July 2, 2025, Regular Meeting.

MOTION BY P. Rothschild, seconded by M. Burns, to approve the minutes of July 2, 2025 Regular Meeting, as written. No discussion. Motion passed, 5 yes, 0 no.

VISITOR COMMENTS/PETITIONS

Janis Petzel asked if the Energy Committee could offer suggestions for the "Islesboro Looking Ahead" document. S. Pendleton replied that he would love some input.

Janis also updated the Board on the ETIPP Technical Assistance Award application. The island received one round in 2017, when engineers from the National Renewable Energy Laboratory (NREL) and Sandia National Laboratories looked at the energy needs for Islesboro and made some recommendations for solar and microgrid solutions. The grant we are currently applying for will provide two years of technical evaluation, planning, design, and a small amount of money for a coordinator. Support letters need to be in a specific format. The deadline is July 25th. Janis reported that she has drafted some text.

S. Conover suggested that J. Anderson could help draft this on the Select Board's behalf.

Island Institute, our intermediary contact for NREL, suggested we get as many letters from the community as possible, including the Select Board, Islesboro Affordable Properties, Central Maine Power, Pendleton Yacht Yard, Islesboro Marine Enterprises, Ferry Service Advisory Committee, Islesboro Community Center, and Islesboro Economic Sustainability Corp.

M. Burns also suggested the Historical Society and the Ambulance Association, as she recalled the committee did last time.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, July 16, 2025 @ 6:00 PM

MOTION BY P. Rothschild, seconded by P. Anderson, to empower Janet Anderson to edit the draft text to reflect the Select Board's support for the Energy Committee's ETIPP application, and submit it before the deadline. No further discussion. Motion passed, 5 yes, 0 no.

FERRY SERVICE UPDATE

No update.

EMERGENCY FERRY TASK FORCE UPDATE

No update.

SEA LEVEL RISE UPDATE

S. Conover stated she had no update.

UP-ISLAND PUBLIC SAFETY GARAGE UPDATE

S. Pendleton presented his update. There was one change requested for the generator to be a gasoline-powered one instead of propane. This will be incorporated for \$10,000 to \$15,000. We received a firm final quote from the builder for \$414,850. The Municipal Building Committee would like the Select Board to approve a "spend to complete and conclude" this contract, not to exceed \$430,000 (\$414,850 + \$15,000).

MOTION BY P. Rothschild, seconded by M. Burns, to approve the contract, not to exceed \$430,000. No further discussion. Motion passed, 5 yes, 0 no.

PUBLIC SAFETY RENOVATION UPDATE

S. Pendleton reported that members of the committee met on July 10th and did a walk-through of the facility. The plan for the first phase is to update the front office spaces with new flooring, paint, and furniture, so the individuals in Public Safety can begin using them. Then there will be quite a bit of additional upgrades needed for the rest of the facility. However, until we get a final price on closeouts of the Health Center and the Up-Island Public Safety Garage, we won't be able to determine our budget and sequence of priorities. We are receiving some great help from Laura and Michael Giardino of L&M Design, who have provided great expertise. The next MBPC meeting is on July 23rd at 4:00.

M. Burns asked if there's a rough estimate for the final cost. S. Pendleton replied that that's being put together now, and can bring it to the next meeting. M. Burns clarified that she is trying to write grants, and needs to know the potential price for matching funds. All the grants she's found require matching the Town's contribution.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, July 16, 2025 @ 6:00 PM

P. Rothschild added that, at the Islesboro Forum, there was positive feedback from Dr. Shah, the former Maine CDC chairman, who was impressed with the new facility's pandemic preparedness during a recent tour. He couldn't have been more enthusiastic about what he saw.

C. Reed asked about the plan for replacing the front deck with cement. J. Anderson clarified that it's the Public Safety deck, and not the main deck to the front entrance.

M. Durkee asked what the final price of the Up-Island Public Safety Garage includes. Floor, building, and what other things? S. Pendleton stated he will bring the details to the next meeting. As soon as he gets the final price with the generator change, he will send it out to the Select Board.

VISITOR COMMENTS/PETITIONS, PART II

Bill Thomas explained the how Renewable Energy Certificates (RECs) work. The town received its first check for \$1,140 in (RECs) for the 2024 calendar year. Bill explained that RECs can stand for certificates or credits. RECs are earned for each megawatt hour of renewable energy produced. Up until last year, the Town did not own outright the solar array on this building. It was owned by ReVision Energy. When we paid the balance on that, we gained ownership, along with the right to earn credits. The town can choose to sell RECs on the market, hire someone to sell them, or use them to offset fossil fuel emissions (e.g. if we had a plant here to make electricity).

S. Conover asked for another example of a way to use credits. Could they be used to offset potential environmental mitigation at the Narrows? Bill doesn't know about that.

Bill suggested putting the RECs in the bank and assume it as an income stream, then hire Knollwood Energy, recommended by ReVision Energy, to administer this. They send a check every quarter. Bill has contact information for individuals at Knollwood. They have already put together a contract for the Town to consider.

S. Conover suggested that the Energy Committee should review this and make a recommendation to the Select Board.

P. Anderson stated he would like to know more about Knollwood and how they function.

S. Pendleton stated that perhaps there's a way to help individuals in the community with these credits. He added that it would be interesting for the recommendation to include an estimate of what we use and what the surplus is, and how that equates to an estimated check.

Bill added that when we pay off the solar array on the salt shed in the fall, the amount of the RECs will go up. We will get the RECs from the array on the library right away, because that's already fully purchased and given to the Town.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, July 16, 2025 @ 6:00 PM

M. Burns recommended that the Energy Committee verify Knollwood or come up with another agent. She doesn't want to add another responsibility to the Town Office staff.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: July 28th, 5:00pm.

TOWN MANAGER REPORT

- Packet included Agenda for 7/16/25 and Minutes of 7/2/25 Select Board Regular Meeting.
- Minutes of 6/10/25 Energy Committee meeting.
- Correspondence
 - 6/30/25 ReVision Energy: Received a check for \$1,140 for Renewable Energy Certificates (RECs).
 - 7/7/25 Bar Harbor Wealth Management June 2025 capital reserve sub-accounting.
 - 7/7/25 email from William Geary announcing Edward (EJ) Dupont accepted the position of Director of the Maine State Ferry Service, starting July 14th.
- Old Business
 - None
- New Business
 - None
- Handouts
 - 7/26/25 Hazardous Waste Collection Day at the Transfer Station
 - 6/18/25 Listing of Ex-Officios. D. Dyer will be updating the committee spreadsheet.
 - Discussion about how some assignments are not Ex-Officio, but full voting membership. S. Conover requested that those committees should be noted somehow for future appointments.
- Manager
 - Posted for Billy Shore Drive Stabilization Project. Bids due back 9/8, awarded 9/10.
 - 7/17/25 Tina will be sending out 692 IMB invoices totaling \$264,297
 - Peter Coombs has started the new septic field at the municipal complex.
 - Roadside clearing: sent out an RFP for West Shore Dr. and Babbidge Rd. Proposals due back 7/28, to be opened 7/30.
 - S. Pendleton reported that he receives the most complaints from the community about this issue. Dave Dyer had stated that a local contractor cancelled doing the job. We didn't communicate this to the community, so it appears we're not doing anything. Two items: Communication, and prioritizing jobs for the people we have.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, July 16, 2025 @ 6:00 PM

- S. Conover stated that when we open bids and have a plan for a timeline for that specific area, that's a good time to update the community, and perhaps lay the foundation for what people can expect for additional work.
- J. Anderson stated that people can contact her for information.
- P. Anderson stated that our communications are not always seen by everyone. He agreed that it would be good to release a timeline once we award the job.
- Fred Porter spoke about the 1998 ice storm and how the Town Manager hired his business to work with the Town crew to clear 11 miles of road. He learned a lot about cutting roadsides back. The following year, the combined crew cut back 27 miles of road in one winter. Trying to do this job before October is not realistic. He recommends doing it in October and November, and then again from March to May, in a collaboration between local businesses and the Town crew.

CORRESPONDENCE

Waldo County Budget Committee 2026 Ballot.

- M. Burns stated she does not want to be a write-in candidate. She supports Breanna Pinkham-Bebb for the position due to her budget-conscious approach and local connections. She comes highly recommended from the Town Administrator of Northport. M. Burns can then liaison with her for things she'd like to get done.
- S. Conover stated she supports Breanna, as well. She has ties to Islesboro.

MOTION BY M. Burns, seconded by P. Anderson, to vote for Breanna Pinkham-Bebb as a member of the Waldo County Budget Committee. No further discussion. Motion passed, 5 yes, 0 no.

Letter from Attorney Kristin Collins regarding Parking Regulation.

- To be discussed at future meeting, when there is more information to work with.

OLD BUSINESS

1. Contract with Northport Builders Re: Up-Island Public Safety Garage
 - Covered in MBP Update

NEW BUSINESS

1. Slate of Committee Appointments
 - These are not new appointees. They are all folks who are willing to serve for another year.

Islesboro Select Board
Regular Meeting
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MOTION BY P. Rothschild, seconded by S. Pendleton: “The Select Board of the Municipality of Islesboro do, in accordance with the provisions of the laws of the State of Maine, hereby appoint this slate of committee members, within and for the Municipality of Islesboro, such appointments to be effective until the Select Board’s first organizational meeting in the year of their designated term expiration.” No discussion. Motion passed, 5 yes, 0 no. Unanimous.

2. Schedule Summer Information Meeting

- This is usually in August, to have an opportunity to talk about municipal issues while the seasonal community is around.
- Topics: Sea Level Rise/Narrows Update, Municipal Building Project Updates, the win we had with the Ferry Service.
- August 13th, before the Select Board meeting. Kinnicutt Center if possible.

OTHER BUSINESS

1. None.

APPROVE WARRANT: FY25 A/P #28-2 & FY26 #2

MOTION BY M. Burns, seconded by P. Anderson, to approve Warrant FY25 A/P #28 & FY26 #2. No discussion. Motion passed, 5 yes, 0 no. Unanimous.

APPOINTMENTS:

Public Safety Reserve Officer: Evan Jones of Winthrop

Fred Porter stated that Evan works for the Hallowell Police Department. He was attracted to the island and spent a day with us. Hallowell lost two officers at the beginning of summer, so they’re sending Evan to the Academy for 18 weeks. Once he completes the Academy, he wants to come to Islesboro and work part-time. Fred is excited to bring him on. There are two other experienced officers who are interested in joining in the fall. Fred recommends appointing Evan. He’s a good fit for the Department, and the Town will benefit from his academy training without incurring costs.

MOTION BY M. Burns, seconded by S. Pendleton, to appoint Evan Jones as Public Safety Reserve Officer. No discussion. Motion passed, 5 yes, 0 no. Unanimous.

CHAIR COMMENTS

S. Conover: No comments.

VICE-CHAIR COMMENTS

P. Anderson: No comments.

Islesboro Select Board
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INDIVIDUAL SELECT BOARD MEMBER COMMENTS

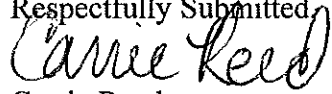
M. Burns: No comments.

S. Pendleton: No comments.

P. Rothschild: No comments.

Motion by P. Rothschild, seconded by M. Burns, to adjourn meeting at 7:02 PM. No discussion. Motion passed, 5 yes, 0 no. Unanimous.

Respectfully Submitted



Carrie Reed
Secretary

