

SELECT BOARD, TOWN OF GEORGETOWN

Approved Minutes for Tuesday, February 24, 2026

The Georgetown Select Board meeting was **called to order** at 7:01pm by Chair Eee. Ms. Goodwin was in attendance, as was Ms. Gravino. The Town Administrator was in attendance, as was the Fire Chief. Various members of the public attended in person and by Zoom.

The Chair **welcomed Kathy Gravino** as the newest Select Board member and congratulated her on her first meeting. Ms. Gravino introduced herself, and at the request of the Chair, Ms. Gravino provided some background information referencing her long-standing involvement in Georgetown, including serving as chair of the Conservation Commission, participation on the Comprehensive Planning Committee, and engagement with the Historical Society, Friends of Reid State Park Advisory Board, and the Water Wise Groundwater Study. The Chair and board acknowledged Kathy's contributions, including work on the comprehensive plan approved by the state in 2021 and climate change adaptation efforts.

Ms. Goodwin introduced herself, describing her return to Georgetown in 2012, her children's prior attendance at Georgetown Central School, and her prior four-year service on the school board. She currently operates local businesses and is employed by the Seguinland Institute. Chair Eee then introduced herself, noting her background as an attorney, HR professional, and Chief Financial Officer for a regulatory agency of Maine's court system, as well as prior service on the Recreation Committee, Board of Appeals, Conservation, Commission, and other town efforts.

The Board held a **moment of silence** in memory of June and Stuart Carlisle, acknowledging their loss to the community. The Board also had a few items of **celebration**. The birth of baby Ace, child of Lauren Crosby, was celebrated. The Board also recognized Sandra Bagwell and Dave Polito, and Jim Piepenbrik as recipients of Fire Department awards. Residents are encouraged to share news for future celebrations and remembrances by contacting Tyler for inclusion at upcoming meetings.

The following items of **public comment** were offered:

- Marissa McMahan discussed Maine DOT's tidal crossing plans for Arrowsic, expressing concerns about the adequacy of road raises and culvert replacements given sea-level rise and flooding history. She suggested a joint letter to DOT and highlighted a grant opportunity. Georgetown was encouraged to partner with Arrowsic and MDOT; the Board determined that this will be added as a new business item.
- Jess Weller inquired about the origin of the citizens petition and its possible impact on town operations. The Board explained the petition's origin and indicated that a legal review would occur, with the possibility of forming a study committee to address her stated concern about town operations.

One **item** was **added to the agenda** following public comment. That item, a discussion re: Joint letter regarding DOT tidal crossing plans, was added as New Business item.

The Board held the following **scheduled appointments**:

- 7:05 PM – Recess for Board of Assessors' Meeting. During that meeting, the Board of Assessors took the following actions:
 - On a motion from Ms. Goodwin, seconded by Ms. Gravino, it was voted unanimously with one abstention to accept the Assessor's determination and deny an Abatement Request from Sandra Jaeger on lot 10R-017. Ms. Gravino and Ms. Goodwin voted in favor. Ms. Eee abstained.
 - On a motion from Ms. Goodwin, seconded by Ms. Gravino, it was voted unanimously (3-0) to forward an abatement request from Anne Witty and Jonathan Taggart regarding lots 4R-015 and 4R-015-G to the Assessing Agent.

- On a motion from Ms. Goodwin, seconded by Ms. Gravino, it was voted unanimously (3-0) to forward an abatement request by Lisa Sabatine regarding lot 6R-028-1 to the Assessing Agent
- 7:15 PM – Meeting with Sagadahoc County EMA re: Preparedness Program
 - Michelle Manson and Deirdra Murphy, of the Age Friendly Communities of the Lower Kennebec, presented emergency preparedness initiatives, including distributing emergency kits and hosting listening sessions. Key findings: neighbor-to-neighbor plans, buddy systems, and challenges with seasonal residents.
 - Phil Mason and Ashley Day (Sagadahoc County EMA) discussed the Community Emergency Response Team (CERT) and distributed flyers. The Board discussed increasing preparedness engagement.
 - Phil explained the RAVE emergency alert system. He is interested in getting the word out about this alert system. The Board suggested that Phil's team host a signup table at the June 13 town meeting.
 - K9 "Chaos," a crisis response dog, was introduced for support during emergencies, with contact info and upcoming events shared.
 - A full recording of this presentation is available on our Town's Youtube Channel.

On a motion from Ms. Goodwin, seconded by Ms. Eee, it was voted unanimously (with one abstention) to approve the January 27th meeting **minutes**. Ms. Eee and Ms. Goodwin were in favor. Ms. Gravino abstained.

On a motion from Ms. Goodwin, seconded by Ms. Eee, it was voted unanimously (with one abstention) to table the February 10th meeting **minutes**. Ms. Eee and Ms. Goodwin were in favor. Ms. Gravino abstained.

The following items were available for **review**:

- January Financials
- Hauling Numbers

The following items of **correspondence** were available for review:

- MidCoast Council of Governments – Transportation needs survey
- RHR Smith – Town Auditors – February Newsletter
- Notice from Kelly James re: Working Waterfront
- Funding Request Letters:
 - Big Brother Big Sister
 - Bath Area Food Bank
 - Bath Area Senior Center

The **Town Administrator** gave a brief **update**. Mr. Washburn reported the trial of Splashtop software for remote work was successful and planned to proceed with a \$72 annual subscription, with Board support. The Board discussed and endorsed entering into a copier maintenance agreement at \$95 per month for 12 months, which includes toner and covers most printing needs, pending one required repair. Upgrades to the TRIO municipal software were presented, with a setup cost of \$6,862.50 and an annual fee of \$3,412.50, to improve assessing and accounting efficiency. Additional updates included coordinating the annual Town Report, exploring a photography contest for the report cover, and addressing repairs needed for the Town Seal on the office building.

Fire Chief Whalen gave a brief **update**. He noted that the department recently completed a small in-house repair to Engine 3 and is working on specifications for a new ambulance, with an RFP expected soon and a projected cost between \$350,000 and \$400,000. Staff members are progressing well in their EMT classes, and the department budget is on track, including a proposed 5% payroll increase. GVFD is reviewing the new DEA regulations for controlled substances, which will require secure storage and tracking, and are exploring options for compliance with an estimated total cost of \$9,000 to \$12,000 for three safes. Additionally, department

awards were given to Sandra Bagwell, Dave Polito, and the late Jim Piepenbrink in recognition of their outstanding service.

The Board had the following items **old business** pending:

- Ongoing Discussion re: EMS Billing (no action expected)
- Possible Lighting Project from Energy Audit – Update
- Working Waterfront Work Group – Update

The Board addressed the following items of **new business**:

- It was moved by Ms. Goodwin, seconded by Ms. Eee, to approved the following slate of Board Liasons for the remainder of the year
 - Personnel – Ms. Eee
 - Legal – Ms. Eee
 - GVFD – Ms. Goodwin
 - Board of Appeals – Ms. Eee
 - Cemetery District Trustees – Ms. Goodwin
 - Conservation Commission – Ms. Gravino
 - Harbor Committee – Ms. Eee
 - Planning Board – Ms. Goodwin
 - Recreation Committee – Ms. Eee
 - School Committee – Ms. Goodwin
 - Shellfish Committee – Ms. Gravino
 - Solid Waste Management Committee – Ms. Gravino
 - TOPMB – Ms. Gravino
 - Working Waterfront Work Group – Ms. Eee
- The Board discussed the **setting of the mileage reimbursement and cost-of-living adjustment (COLA) rates**, taking several actions to address these topics. A motion was made by Ms. Goodwin, seconded by Ms. Gravino, and unanimously approved (3-0) to set the mileage reimbursement rate at \$0.70 per mile for the upcoming fiscal year. The Finance Director recommended a 3% COLA increase for all salaried employees, including the Fire Chief, based on regional Consumer Price Index data. It was moved by Ms. Gravino, seconded by Ms. Goodwin, to accept the Finance Director’s recommendation for COLA on salaried positions. This motion was unanimously approved (3-0). The Board also reviewed additional recommendations for targeted wage adjustments for certain hourly positions—such as transfer station staff, the harbor master, shellfish warden, and animal control officer—but decided to table these recommendations for further discussion at the next meeting to allow more time for review and analysis. The Finance Director will be invited to the following meeting to address questions and provide further information concerning her recommendations. In addition, the Board discussed the Chair’s intention to form of a personnel committee, made up of at least one other Board member and potentially a volunteer with experience in the HR field. The Board members will be tasked with conducting performance evaluations, retirement benefits, and compensation policies to ensure town practices align with industry standards and maintain clarity and equity for all positions. Updates to the employment application are also under review, and Board members were encouraged to recruit volunteers for the committee.
- The Board briefly discussed **the recently received citizen petition to increase the size of the Select Board**. The Town Administrator noted that the Town Clerk verified the petition signatures. The Board directed the Town Administrator to forward the petition on to legal counsel for review and next steps.
- The Board was **updated on Board / Committee Vacancies**. The following positions remain open:
 - Board of Appeals (One Full Member)
 - Conservation Commission (One Full Member)
 - Financial Advisory Committee (One Alternate)
 - Harbor Committee (Two Alternates)
 - Planning Board (One Alternate)

Commented [A1]: Tyler I don't understand where this phrase came from?

Commented [A2R1]: I don't recall it

The following **items** were **available for signature**

- An abatement denial
- Routine financials

There was a lone item of **public comment** immediately prior to adjournment from Jessica Weller, who inquired about the origins and research on the citizen petition and its potential impact on town operations. The Board noted that this petition originated outside the Select Board and further analysis would follow review by the Town attorney. The possibility of forming a committee to study the issue was also noted.

There was no **Executive Session**.

The Board adjourned at 9:17pm.