

HENRY POINT WORKING WATERFRONT PROJECT

COMBINED COMMITTEE MEETING

WORKING WATERFRONT ACCESS COMMITTEE; HARBOR COMMITTEE

April 16, 2025

MINUTES

Attendance:

- Working Waterfront Access Committee – Patrick Kelley, Anson Kelley
- Harbor Committee – Harbor Master John Church, Harry Fish, Diane Smith
- James Jutras, SCEC; Paul Monyok, Haley Ward; Johanna Szillery, Haley Ward
- Kathy Killian, Grants/Planning Assistant

Minutes of January 15, 2025: Meetings were not held in February or March of 2025. Draft Minutes of the January meeting were distributed by e-mail and reviewed during the meeting. Motion made to approve minutes as written. Seconded and approved.

Haley Ward Update:

- **Environmental Review (required for release of HUD funds)** – The review and agency consultations have been completed except for the review of Essential Fish Habitat. That review and agency consultations are managed by HUD and Julia Perry has asked Haley Ward to be the HUD appointed non-governmental agency named to complete that review and consultations. Johanna Szillery is awaiting paperwork before Haley Ward can commit to the work. The committee agreed that if Haley Ward can do the work on a Time and Materials basis (no contract) that we should move forward with the consultations.
- **Tier 3 Permit Status** – Maine DEP is using a new system for tracking permit progress and Paul Monyok will work to gain access to the MELS database for following the permit progress. Recent follow-up by Regina Gray (Haley Ward) resulted in a response from Madison Bangs MDEP) that our application is still on track for July ‘approval’. There were some questions from DEP regarding Jonesport’s Shoreland Zoning Map which Diane Smith and Kathy Killian worked to address. The map approved at a Town Meeting on May 15, 2015, has been approved by Maine DEP and Henry Point is shown in the Commercial Fisheries/Maritime Activities District, as needed for permit approval.

Zack Normile of ACOE mentioned that the work, if permitted, must be under contract or started by October 14, 2025, and completed by October 14, 2026 or it will need to be re-certified by ACOE.

There was discussion of the timing of Bid-Packet release, meetings, review of bids, and awarding the work. Much of the preparation is complete and the committee agrees that the priority is for Haley Ward and the committee to be in a position to award and sign contracts upon approval of the permits.

Coleman/TD Bank Request for Information

- **Title Search** – TD Bank will not accept the title search that was done in 2020 when the Coleman's purchased the property. Kathy contacted Cumberland Title and was given a verbal estimate of approximately \$300 to complete an update to the search they did in 2020. A motion was made, seconded, and approved to allow Ms. Killian to move forward with an updated title search with cost not to exceed \$500.
- **Survey** - The survey of Mr. and Mrs. Coleman's property, meeting the requirements specified in the TD Bank request, has been completed by Haley Ward's Machias office. TD Bank was satisfied with the survey that was carried out in 1989 based on 1927 records. The survey will be delivered to the Colemans at the completion of the project, as agreed in our Memorandum of Understanding.
- **TD Bank fee for Right of Way** – The fee required is \$150.00 for granting a right of way. The committee has given Kathy permission to request a check for that amount from the Town Treasurer, payable to TD Bank, NA.
- **Property Appraisal** – Upon delivery of the required documents and fees, TD Bank will order the required Property Appraisal to be paid for with Henry Point project funds.

Grant Updates:

Representative Jared Golden Request for FY 2025 – all Congressionally Directed Spending project funding was pulled from the federal budget so we will not be getting a grant for the parking area and launch ramp construction. We have been asked to update our application and resubmit it for FY 2026. The updated application is due April 26, 2025. Other grant opportunities are being reviewed, and applications will be prepared for funding for the Parking Lot and Launch Ramp.

- **FY 2025 Coastal Community Grant.Shore and Harbor Planning Grant Programs** – This grant is in place primarily for the project bidding process and contract awards.
- **FY2023 Community Project Funding (HUD – EDI/CPF)** – We have access to the portal, a good contact in Bangor, and have successfully uploaded documents and user profiles. When the Environmental Review is uploaded, the documents will be reviewed and approved by HUD and we will be able to submit reimbursement requests.

A grant provided to SCEC by Maine DMR for the assistance provided by James Jutras will be fully used soon. Kathy has requested that SCEC apply with DMR for additional funds that would allow James to continue to work with us primarily on compliance with the terms of the HUD Grant. If additional funds are not granted to SCEC, Kathy has asked that SCEC provide a quote for their services.

Minutes: ktkillian, 04/19/2025

Approved: 04/18/2025 Meeting