

HENRY POINT WORKING WATERFRONT PROJECT

COMBINED COMMITTEE MEETING

WORKING WATERFRONT ACCESS COMMITTEE; HARBOR COMMITTEE

February 18, 2026

MINUTES

Attendance: Ira Kelley, Chairman Working Waterfront Access Committee; John Church, Harbor Master; Harry Fish, Harbor Committee; Cynthia Beauvais, Public Attendee; James Jutras, SCEC (via Zoom); Paul Monyok, Haley Ward (via Zoom); Kathy Killian, Grants/Planning Assistant

Minutes of January 21, 2026: Draft Minutes were distributed by e-mail; no comments or corrections received. Minutes were reviewed during the meeting, and a motion was made to accept as written. Seconded and approved.

Haley Ward: Question and Answer:

- Questions and discussion about the width of the launch ramp, floats, and revising the center float to 8' wide instead of 6' which would impact the placement and layout of the pilings. Paul reworked the design during the meeting and will send a copy to John Church. John will communicate the changes and share the drawing with Capt. Gerald Morrison (Gerry) of Morrison Manufacturing, Inc. of Perry, Maine. Morrison Manufacturing will provide a quote and drawings for the steel floats needed.
- In the draft contract for Jim Carver for the Campground Road work, the committee questioned whether section B-6.02 which states that the town will pay 98% to the contractor and withhold 2% for one year from completion can be deleted. Paul explained that it is for our protection. The town has a long history of working with Carver Construction and feels there would be other remedies available if there were problems with the work within one year of completion. The contract will be amended to match the committee's request.
- Paul contacted Zach Normile of ACOE to question whether there will be any permit problems because we have not yet started the work. Zach advised that once we have paid the DEP Wetland Mitigation contribution to let him know.
- Cost of the Road improvements and reconstruction are funded by HUD's EDI/CPF Grant. The road will come to the site of the launch ramp and then turn to leave the site, joining back up with the campground road...forming a loop. The parking area will be funded by NBRC, and the parking spaces will be built along the sides of the road so the trucks with trailers can pull into the spaces from the road. All agreed that the road can be constructed as a completed loop, and the parking area will be built when we have authorization to proceed from NBRC. James Jutras warned that we cannot start any work that will be funded by NBRC until our NEPA review is approved, and we have permission to proceed

from NBRC. If NBRC approvals are done by the time construction begins, it will be easier for the contractor to work both pieces at a time. We are hoping for timely approval of the NEPA review.

- The corner of the Aiston property is close to the Right of Way boundaries of the 'old' Campground Road, and the 'new' Campground Road and will be marked a few days before the construction begins to ensure the contractor does not work outside of the ROW boundaries.
- The Notice of Award has been delivered to Carver Construction, and Jim Carver has acknowledged receipt.

Pre Construction Needs:

- Original Bonds need to be sent to Haley Ward for inclusion in the contract. They will be returned to the Town to hold.
- Proof of Insurance from Carver Construction is needed. The Certificates must name Town of Jonesport and Haley Ward for notification of any changes in coverage or cancellations.
- Release deeds from the William Henry Kelley (b. 1824; d. 1890) Surviving Heirs that we have been able to locate have been prepared by the Town's Attorney and a generic letter drafted to accompany the request for their release of the intertidal land. Kathy is preparing the communication by setting up excel mail merge to personalize the letters and deeds. The committee has asked that the letters be sent with return receipt requested and include a postage paid return envelope. The town will place notices in newspapers local to the families (similar to what is done when an estate goes through probate) to notify any possible undiscovered heirs that they must contact the town or it will be determined that they have no claim. The town must then get a Title Opinion from the attorney or title insurance company to support our application for a submerged land permit.

Concrete Planks and Floats: The size of the planks and floats were discussed during the Haley Ward Question and Answer session.

Grant Updates:

- **Representative Jared Golden Request FY2026** ~ Appropriations bill that included Henry Point funding to plan and start the Raised Pier (Phase 2 of the project) passed and was signed the same day. Jonesport awaiting T-HUD notification of award of \$1,200,000.
- **FY 2025 Coastal Community Grant, Shore and Harbor Planning Grant Programs** ~ The grant end date has been extended to June 30, 2026 and there is less than \$2,000 remaining to be spent.
- **FY2023 Community Project Funding for Road (HUD – EDI/CPF)** ~ The budget revisions were approved by our HUD Grant Officer. Our request to revise the budget to align the construction costs more closely to the bids received and use \$200,000 for our DEP Wetland Mitigation Contribution was approved. James and Kathy will have a meeting with the Grant Officer to review the processes for submitting vouchers for

reimbursement and to discuss the timing of when vouchers can be submitted, length of time anticipated for review and subsequent payment. Cash flow needs were discussed prior to the meeting by Kathy, John, and Jonesport Treasurer, Michele Johnson. Line of credit and other possibilities for managing cash flow needs will be discussed with our Auditor, James Wadman, Barbara Durr, SVP Government Banking, and SCEC.

- **NBRC Grant** ~ The third-party contractor that reviews NEPA Environmental Assessment requested our HUD approved NEPA Review on 2/18/2026. James forwarded it to them immediately and they confirmed that it was what they were looking for. We will be notified if any additional work is needed.

Permit and Use Fee: any information or discussion: Diane Smith is working to revise our Harbor Ordinance, establish rules and by-laws for the Working Waterfront, and gather information from other towns regarding use fees.

Proposed Borrowing for \$199,905 NBRC Matching Funds: At the request of the committee and the Selectboard, Kathy and James have worked with Barbara Durr, SVP Government Lending at Machias Savings Bank and Timothy Pease, Bond Counsel Attorney at Rudman Winchell to receive a proposal for borrowing \$199,905.00 for the 20% matching funds required by NBRC. There will be an Article (#33) in the Annual Town Meeting Warrant to ask the voters for permission to proceed with the loan. Anticipated closing date will be July 1, 2026 for a 5-year term, no pre-payment penalty, with the first annual payment due on July 1, 2027. The taxpayers will not be responsible for re-payment of this loan. Payments will be made from income generated by the Henry Point Working Waterfront.

Other Business: none noted.

