HENRY POINT WORKING WATERFRONT PROJECT

COMBINED MEETING WORKING WATERFRONT ACCESS & HARBOR COMMITTEES

September 16, 2026

MINUTES

Attendance: John Church, Harbor Master; Harry Fish, Harbor Committee; Diane Smith, Harbor Committee (via Zoom); Paul Monyok, Haley Ward (via Zoom); James Jutras, SCEC (via Zoom); Cynthia Beauvais, Public; Kathy Killian, Grants/Planning Assistant

Minutes of August 20, 2026: Draft minutes were distributed to committee members by e-mail; no comments or questions were received. Minutes were reviewed during the meeting, and motion was made to approve the minutes as written. Seconded and approved.

Haley Ward: Question and Answer – Change Order #1 received to adjust for price changes took place between the bid date of December 3, 2025 and July 2, 2026 (one week prior to construction start). Change Order #2 will adjust quantity estimates for Rock Removal and Unsuitable Materials which are higher than the bid estimates. Change Order # 3 will cover placing standing stones in place of steel guardrails and using larger riprap to mitigate storm and wave damage where the roadbed is exposed to that risk.

Contract language was questioned regarding change orders and price changes. Is the contractor obligated to complete the project with no changes allowed for quantity estimates vs. actual, or price changes from suppliers? In the case of the contract for the road improvements, prices increased dramatically between the bid date of December 3, 2025 and construction start date of July 6, 2026 due to circumstances that are outside of the contractor's and supplier's control. If changes are allowed and the cost of construction exceeds available grant or appropriated funds, is the town 'on the hook' to complete the project?

Materials purchased for anything in any phase after the road improvements need BABAA Certification. Submittals cannot be approved without BABAA Certification; made in America is not sufficient. If BABAA Certified landscape fabric cannot be found, Paul indicated there are alternatives such as use of Riprap and additional gravel.

Jonesport was gifted 300+ concrete planks by the State of Maine. No money is involved other than Jonesport will need to pay to move them from Jonesboro to Henry Point. James Jutras will confirm with NBRC that BABAA certification will not be necessary as it is not new material and the planks are not being purchased.

RFQ/RFP: Planning for Commercial Pier - Four engineering firms requested and received the Qualifications/Proposal package. Two firms responded. Once the responses are reviewed and both firms and the committee have had an opportunity to ask questions, the committee will make a recommendation to the Select Board and respondents will be notified of the decision.

Pre Construction Needs for LAUNCH RAMP:

Submerged Land Permit ~ William Henry Kelley (b. 1824; d. 1899) Surviving Heirs. Attorney Kristi Trafton of Rudman Winchell has determined that more deed research is needed to determine which deed carried the description of ownership to low water on the original lot which we now own a part of. Additional research is needed to file the request for Quiet Title and for Rudman Winchell to issue a clear opinion of title.

Concrete Planks and Docks:

- **Morrison – design fee payment:** Kathy and John will discuss. The fee does fall under the NBRC Grant for the Launch Ramp.

Grant Updates:

- **FY2023 Community Project Funding for Road Construction (HUD – EDI/CPF B-23-CP-ME-0767).** We are working under this grant at present – Road Improvements.
- **NBRC Grant for Parking Area and Launch Ramp Construction.** Full Notice to Proceed has been received from NBRC. Bid accepted in December 2025 for the Parking Lot needs to be reviewed, and perhaps adjusted, before the contract for that job is finalized. Any other adjustments that may be needed for the launch ramp will wait until the ownership of the intertidal zone is established and the Submerged Land Permit is issued.
- **Representative Jared Golden CDS FY2026 for Commercial Pier Planning and Design (HUD – CPF B-26-CP-ME-1063).** The grant package has been released and Kathy is working on gathering the forms and narratives that are needed for acceptance.

Grant Opportunities for 2027 – Commercial Pier construction:

- **EDA – Economic Development Agency ~ Annual Public Works/Economic Adjustment Funding**
- **MARAD - U.S. Maritime Administration, agency within U.S. Department of Transportation ~**
    - **BUILD (Better Utilizing Investments to Leverage Development) Program opening for applications in December 2026**
    - **PIDP (Port Infrastructure Development Program) opening for applications in March/April**

Other Business:

Working Waterfront Ordinance and fee structure: Diane Smith continues to work on this effort. When the site first opens, the fee structure will be for parking and launch ramp use. Other fees will be added as the facility expands with a commercial pier.

Ownership of the Breakwater: Both breakwaters are owned by the Army Corps of Engineers. Our ACOE contact for Washington County has advised we need to discuss the stone breakwater (attached to Henry Point) with ACOE Real Estate and Navigation Divisions.

Minutes, ktk – 9/23/2026