AGENDA
Select Board Meeting
November 9, 2026 – 6:15pm

Citizen Concerns:

Village Representative: Janae Novotny

Roads & Bridges: Amon Morse

Town Administrator:

- Town Office / 8 Beech Hill Road update
- Energy Efficiency Pilot Project update
- DOT Traffic Engineering Letter response
- Route 1 Traffic Study results
- Solar Project update
- Prescott Hill GWI Poles update
- Angelcom services update
- Moratorium Extension Public Hearing scheduling
- Shore Road / Temple Heights MIAF grant update
- Maine Housing Opportunity Fund grant
- UMaine Practical Project Management Class update
- Minutes: October 28

Tax Collector:

- County Commissioner Tax Abatement Petition (575 Bluff Rd (U04-25-B))

Finance Director:

- Warrants

Unfinished Business:

New Business:

Adjourn:

Town of Northport

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administrator@northportmaine.org

A community of neighbors, a tradition of caring since 1796

To: Select Board
From: Town Administrator JE
Date: November 5, 2026
Re: Explanatory Notes for November 9, 2026 Select Board Meeting

1. Amanda Austing and I have both reached out to Andrew Hedrich (Gartley & Dorsky) to get him to expedite the drawings for the permit amendments. She was going to try again today (11/5).

   I am working with Brent Bernosky to finalize the contract for the work at 8 Beech Hill. I hope to have a start date to report on Monday.

2. Energy Efficiency team tabled at the Town Office on Election Day.

3. I have attached the response from the DOT regarding our letter about pedestrian safety and speeding concerns in the Village and around Town. They had some suggestions and are happy to talk to us about next steps.

4. I have attached the DOT response regarding the traffic study for the length of Route 1. They recommend no changes to the speed limit, but would consider making changes if the roadway itself were modified, and are happy to talk to the Town about ways that could be done. (Presumably on the Town's dime, even though it's the DOT's road.)

5. We received the signed contract back from CMP for the additional review. They allow for the review to take no more than 30 business days, and should be done by December 15. After that, we will know what it will take for us to be able to install the panels.

6. I heard back from GWI that they are "currently working to divert the fiber path away from that area of Prescott Hill. Once the new path is complete we will wreckout the poles and lines on Prescott. We are exploring options outside of running conduit." In other words, they are seeing if they can provide that same redundant loop without using that portion of Prescott Hill.

7. With Angelcom, some answers to questions: (a) yes, everyone would be moved from Gmail to Outlook. There is a browser version of Outlook, so no need for Select Board members to download or install any apps. (b) SharePoint would become our

collaborative file sharing system, equivalent to Google Drive. I've attached Angelcom's response, which is pretty detailed.

8. I have scheduled and noticed the public hearing for the moratorium extension for Weds, 12/9, at 6.15 at the Drinkwater.

9. We heard this week that we did not receive the MIAF grant for stream and culvert improvements in Temple Heights. This application had come out of the work that the UMaine students did last year. I've asked DOT for a copy of the scoring rubric and our scores, so we can do better next time.

10. Maine Office of Community Affairs has a Housing Opportunity Program grant that will give municipalities up to $10,000 to review and, if necessary, revise their land use ordinances to comply with all the recent housing legislation that has been enacted. We have basically taken the position that none of these new laws requires us to make any changes to our existing ordinances, either because we already comply, or because the new laws do not apply to us. Toupie thinks that, if funding is available, it would not hurt to ask an expert (like MCOG) to double-check our ordinances for us.

11. Rob Duplisea and the owner at 575 Bluff Road reached an agreement for a new assessed value – from $904,900 to $708,000. The taxpayer had been seeking an assessed value in the low $500K's. Roger will complete the abatement paperwork next time he is in the office.

12. I finished my two-class Practical Project Management Course today. I will share some of the lessons learned on Monday.

13. Updates from Vicki re the county budget process, including the county tax bill.

14. Minutes from October 28 (attached).

Gmail James Kossuth <administrator@northportmaine.org>

Northport -- pedestrian safety and speeding concerns

Hewlett, Dakota <Dakota.Hewlett@maine.gov> Tue, Nov 3, 2026 at 11:23 AM
To: James Kossuth <administrator@northportmaine.org>
Cc: "Hori, Michael" <Michael.Hori@maine.gov>

Hi James,

The document you put together is great, it is evident that a lot of work went into this and your work with the Town toward the Town's speed management goals. All the roads mentioned in the document are local jurisdiction roads, so it is up to you and the Town what you might implement, but I'm happy to provide some informal ideas and technical assistance.

- Bayside Village:
  - What strategies could slow traffic that would not unreasonably disrupt through traffic, emergency vehicles, snow removal, or disturb neighboring residents?
    - The Yarmouth document linked below may have some helpful ideas. The least intensive ideas might include some pavement marking or striping, but that may also be less impactful than physical changes, or seasonal installations of physical changes in the roadway.
  - Is it feasible to have a lowered posted speed limit during summer, when foot traffic is very high?
    - There are only a few locations with seasonal speed limits in Maine. I'm not sure the difference between the appropriate summer season, and off-season speeds here would be very much (20 vs. 25? 20 vs. 30?). If this is something the Town was seriously interested in I would recommend speaking with Darryl Belz, MaineDOT Region 2 Traffic Engineer.
  - What public education or policies could reduce unsafe pedestrian habits?
    - Use of signage, seasonal information campaigns, local newsletters, or neighborhood associations. The default summer "shared street" type of use in this area is probably a good thing. The more pedestrian, dog walker, and bike use that drivers see, the more they will realize they need to alter their driving behavior accordingly. Removing pedestrians from the space leaves a wide-open street for vehicles to choose their speed. If that is the goal, then build sidewalks and separate roadway users. In these small villages is often our own residents, neighbors, and friends who are speeding, if not ourselves also. If a neighborhood could work toward building a culture of safe speeds and understand each driver is responsible, that would go a long way.

- Bayside Rd, Shore Rd, Temple Heights, Drinkwater School Area:
  - Having the newer school zone signage is great!
  - Temple Heights - Stop for Pedestrians in Crosswalk signage, but there is no crosswalk:
    - This signage should be removed if there are no crosswalks. It also does not algin with State law, our state statyure says "Yield" not "Stop" at crosswalks. Consider removal of this signage in favor of yellow warning signage that says something like "SLOW VILLAGE AHEAD," possibly with an advisory speed plaque.
  - To what extent would physical changes help slow traffic and increase pedestrian and bicyclist safety?

        - Physical changes will be more effective that signage at reducing vehicle speeds. Consider physical changes on either end of village areas to serve as speed calming gateways as vehicles approach. The Yarmouth document linked below has some great tools that might fit this need.
    - To what extent would signage, pavement markings, and education achieve a similar result?
        - To put is simply, a lesser extent. But, these tools can still be impactful or paired with seasonal or permanent physical changes.

- Beech Hill Road, Rocky Road, and Priest Road:
    - These rural residential road segments are the most difficult to manage vehicles speeds in. The Town may be able to try some signage and pavement marking interventions.

- Traffic Calming Resources:
    - MaineDOT: https://www.maine.gov/dot/sites/maine.gov.dot/files/inline-files/MaineDOT%20Guidance%20on%20Traffic%20Calming%20and%20Demonstration%20Projects_0.pdf
    - Yarmouth Traffic Calming Toolbox: https://cms5.revize.com/revize/yarmouth/government/boards/Complete%20Streets%20Advisory%20Committee/Toolbox_Combined_9.5.23.pdf
    - Vermont Agency of Transportation: https://vtrans.vermont.gov/sites/aot/files/documents/20230606%20Toolbox.pdf

I'd be happy to schedule a call or otherwise chat about this further anytime if you'd like. Let me know if any of my thoughts spark additional questions.

[Quoted text hidden]

Gmail James Kossuth <administrator@northportmaine.org>

Northport - Route 1 speed study

Belz, Darryl <Darryl.Belz@maine.gov> Tue, Nov 3, 2026 at 8:58 AM
To: James Kossuth <administrator@northportmaine.org>
Cc: "Allen, David" <David.Allen@maine.gov>

Dear Mr. Kossuth,

At the request of the Town, the Maine Department of Transportation (MaineDOT) has completed its speed zone review of the Route 1 corridor extending from the Lincolnville town line to the Belfast town line.

Based on our findings, MaineDOT recommends maintaining the existing speed limits at this time. This determination is based on the current operating characteristics, roadway context, crash history, and the overall physical context of the highway. Under MaineDOT's updated speed management methodology and our commitment to the Safe System Approach, posted speed limits must align with driver expectations and physical road design to remain effective. Engineering data consistently demonstrates that lowering a posted speed limit without altering the road environment does not inherently reduce vehicle speeds and can often introduce new safety conflicts.

Engineering data currently supports a speed limit of 50 mph on the southern and northern segments of the corridor and 55 mph on the central section. To consider a reduction below these thresholds, the municipality will need to take additional infrastructure steps. Specifically, the Town of Northport would need to develop and submit a traffic calming plan. This plan should outline multi-faceted engineering and design measures intended to naturally reduce vehicle operating speeds to match a lower target limit.

MaineDOT values its partnership with the Town of Northport and is available to discuss any potential traffic calming strategies the Town wishes to propose to achieve mutual safety objectives.

Sincerely,

Darryl Belz, PE

MaineDOT

Mid Coast Region Traffic Engineer

From: Allen, David <David.Allen@maine.gov>
Sent: Tuesday, August 11, 2026 10:41 PM
To: Belz, Darryl <Darryl.Belz@maine.gov>
Subject: Fw: Northport - Route 1 speed study

From: James Kossuth <administrator@northportmaine.org>
Sent: Tuesday, 11 August 2026 14:35:01
To: Allen, David <David.Allen@maine.gov>
Subject: Northport - Route 1 speed study

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gmail

James Kossuth <administrator@northportmaine.org>

Continuing onboarding - T20260929.0032

Alex Barnes <alexb@angelcom.com> Wed, Nov 4, 2026 at 9:47 AM
To: James Kossuth <administrator@northportmaine.org>
Cc: tickets <tickets@angelcom.com>

Good morning,

Yes, you would still be able to work with residents and people at other agencies, similar to how you are using the shared drives now.

Shared Town files would be stored in SharePoint, while OneDrive is for each person's individual files. A SharePoint site would be the equivalent of your Google shared drives, with access for the Town staff and outside people involved.

We would invite those people using their existing external email addresses. Depending on their account and how we set it up, they would sign in with their existing account or verify their email with a code. External guests would not need a Town email address or a paid Office subscription just to access and edit the shared documents in the browser.

Once connected, they could open the project folders we specify, add files and work together on the same documents, depending on the permissions we give them. The Town would keep control of the files and who can access them, and we could keep those project folders separate from the internal documents.

The Google Docs and Sheets will generally be converted to Word and Excel during the move. Forms, scripts and more complex spreadsheets may need additional work, and the existing file sharing links and guest access would need to be set up again. Forms would need to be recreated in Microsoft Forms.

Thank you

Alex Barnes

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web: https://www.angelcom.com

Town of Northport

Select Board Meeting

October 28, 2026 @ 6:15 pm

Chair: Molly Schauffler
Vice Chair: Jeanine Tucker
Municipal Officer: Tinsley Morrison
Town Administrator: James Kossuth
Finance Director: Vicki Eugley
Road Commissioner: Amon Morse – excused absence
NVC Representative: Janae Novotny

Present: Molly Schauffler, Jeanine Tucker, Tinsley Morrison, James Kossuth, Vicki Eugley, Janae Novotny.

Citizen Concerns: None at this time.

Northport Village Corporation: Novotny reported that Halloween trick-or-treating will be happening in the Village again this year. The next Overseers meeting will be on November 8.

Road Commissioner: No report. Kossuth reported that Morse intends to replace some driveway culverts and mitigate the bump on Upper Bluff Road before the paving season closes.

Town Administrator: Town Office / 8 Beech Hill Road update: Kossuth reported that he met with Amanda Austin (2a architects) and Andrew Hedrich (Gartley & Dorsky) on October 22 about updating the Town's Maine DEP and Army Corps permits to show the new septic location and reduced wetland impacts. The plan is to submit a permit amendment to the DEP and a permit "swap" with the Army Corps. Hedrich still has to finalize the site plan drawings to show the new septic and associated septic lines before submitting the amendments to DEP and Army Corps. When he finishes those plans, he will also submit them to USDA to start the NEPA review, which is the final permitting hurdle. The Board expressed frustration at the pace of progress on this issue and instructed Kossuth to do what he can to try to get the project back on schedule.

Kossuth reported that Brent Bernosky (Bernosky Builders) will come to the office on October 29 to finalize the scope of work for the 8 Beech Hill renovations and obtain a building permit.

Kossuth reported that he met with Angelcom on October 28 to see what Angelcom needs to do to wire 8 Beech Hill for internet. Kossuth reported that he has also reached out to GWI about establishing internet service, and he will also contact the phone and security companies about the same.

Kossuth reported that the Town had received the results of the water tests for 8 Beech Hill, and they all came back clean (biologics, radon, arsenic).

Bayview Park Stabilization Project update: Kossuth reported he met with Dan Ford (Ford Enterprises), Will Gartley (Gartley & Dorsky), and Bill Paige on October 15 for a pre-construction meeting for the Bayview Park stabilization project. Ford will install the granite steps as designed and hopes to start construction in November.

Kossuth asked Novotny about input from the Village on the planting plan for the slope above the stabilization. Novotny will review the suggested plantings from Gartley & Dorsky and develop a draft plan by mid-January.

Stormwater Survey Project update: Kossuth reported that he and Schauffler met with the team from FB Environmental on October 20 to visit all the problematic stormwater sites in Town. They asked questions, took measurements, etc., and will be determining which sites to prioritize for remedies and what those remedies might be. Novotny asked Kossuth to add Clinton Ave and North Ave to the list for study.

Kelly Cove / Shore Road update: Kossuth reported that the FB Environmental team looked at the stream and culvert at Kelly Cove near 673 Shore Road. They will include that as one of their sites. Kossuth reported that he spoke with Gartley & Dorsky, who designed the culvert, to see if they have "before" pictures, the design specifications, etc., and they will look into that. They do still have all the files from the project.

Energy Efficiency Pilot Project update: Kossuth reported that the team working on the Town's new energy efficiency project met on October 23 to plan for tabling at the Town Office on Election Day, as well as outreach to potential interview subjects.

Draft Letter to Maine DOT re traffic calming: Kossuth and the Board discussed the latest draft of a letter to Maine DOT asking for advice regarding traffic calming measures around Town. The Board approved the letter and asked Kossuth to send it.

Solar Project update: Kossuth reported that Bill Kelly spoke with CMP's attorney on October 22, and they were able to resolve the dispute about the amount of time the Town has to pay the invoice. Elsewhere in the contract, it limits CMP's remedies to not doing any other work until they receive payment. In other words, if the Town does not pay the invoice within 7 days, the worst that can happen is that CMP does not do anything else until the Town pays. Kossuth reported that he signed the contract and submitted it to CMP on October 23, but the Town is still waiting for CMP to sign.

Angelcom services quote: Kossuth reported that he spoke with Angelcom on October 21 about the Town's cyber security. They are working on setting up the systems to help keep the Town safe(r). Angelcom has also reviewed the Town's operating systems and highly recommends that the Town transition to MS Office 365, including email. The MS Office license would include email, and the Town would be paying extra for email if the Town kept the Google suite. Angelcom informed Kossuth that MS Office has more security features than the Google suite. The Board asked questions about the effect of a transition to MS Office email on the Select Board, who have only email accounts, and the Town's ability to share files in the Google Suite. Kossuth will follow up with Angelcom.

Website update: Kossuth reported that Revize has developed a draft website for the Town and provided the link to the Board. Kossuth and Eugley will be trained on the new platform in mid-November. The hope is that the new website could go live after Thanksgiving. Kossuth asked the Board for feedback on the new design.

General Assistance Audit results: Kossuth reported that the Town had passed its triennial General Assistance audit. The auditor had some suggestions for Kossuth when processing future applications.

Moratorium Extension Public Hearing scheduling: Kossuth reported that the RV park moratorium expires on December 12 (180 days after June 15). The Board agreed to schedule a public hearing to consider extending the moratorium for 180 days on Wednesday, December 9, and to use the Drinkwater School, if at all possible.

MMA Municipal Advocacy Academy registration: Kossuth reported that MMA is hosting a Municipal Advocacy Academy in Augusta on December 1. This new program is designed to provide municipal officials and staff with practical knowledge, skills, and connections to strengthen their advocacy efforts at the State House. Novotny, Schauffler, and Morrison asked Kossuth to register them for the event.

Minutes: Kossuth presented the Board with minutes from the October 14 Public Hearing and Select Board meeting. The Board approved the minutes with reluctant, yet friendly, edits.

Tax Collector: County Commissioner Tax Abatement Petition (575 Bluff Rd (U04-25-B)): On behalf of the Tax Collector, Kossuth reported that the Town had received a notice of appeal of the denial of an abatement for 575 Bluff Road, and that the hearing will be at the County Commissioners' on November 5. Rob Duplisea from RJD will represent the Town, and the amount at stake does not justify the appearance of Bill Kelly.

Abatement requests: On behalf of the Tax Collector, Kossuth presented the Board with abatement requests for 60 Topper Lane (R06-47); 520 Atlantic Highway (R06-47-A); 33 Observatory Lane (R04-047-F); 53 Saturday Cove Road (U15-05); 293 Beech Hill Road (R07-33). Tucker recused herself from consideration of the 33 Observatory Lane abatement request. The Board approved the abatement requests.

Finance Director: Warrants: Eugley provided the Payroll & Accounts Payable warrants to the Board for review and approval. The Board approved and signed the Payroll & Accounts Payable warrants.

Waldo County Budget Advisory Committee updates: Eugley reported that the Committee has reviewed nearly all of the County Commissioners' proposed budget, and the Budget Committee itself has begun meeting.

Unfinished Business: None at this time.

New Business: Meetings with State Legislators: Kossuth asked the Board if they would like to meet after the election with the newly elected State Legislators to talk about legislative priorities for the Town. The Board agreed.

Adjourn: ***Tucker moved to adjourn at 7:25pm, seconded by Schauffler. Board voted 3-0, meeting adjourned.***

Respectfully submitted by,

James Kossuth, Town Administrator