

**Long Island Civic Association
Annual Meeting Minutes
August 30, 2025**

The meeting was convened by Michael Houlihan at the Long Island Community Center and was also available to view on Zoom. The meeting began at 9:05.

Attending: Jane Oldfield-Spearman, Michael Houlihan, Nancy Noble, Ava Morse, Penny Murley, David Backman, Caitlyn Byers, Lorinda Valls, Sue Sesto, Jack Sullivan, Tim Honey, Brad Brown, Jono Morini, Chris McDuffie, Steve McDuffie, Marty Bruno, Katharine Stewart, Catlin Byers, Jeff Greene, Zoe Spearman, Ralph Sweete, Meredith Sweet, Roger Lachance, Alyssa Poulin, Ann Lisi, Kathy Kellerman, Patrick Spearman, Lily Spearman, Eileen Hopman, Patrick Hopman, Christopher Morse, Ginny Stowell, Anne Marie Train, Betsy Whitman, Janice Avignon, Becky Steele, Barbara Drymala

Standing Business:

* **Secretary's Report** – The minutes from June 14th meeting were reviewed and unanimously approved. The minutes from the July 19th meeting were reviewed and unanimously approved.

* **Treasurer's Report:** Jono Morini shared the Treasurer's report (see attached). This year's fiscal budget was reviewed. We had some extra expenditures this year - \$7,500 for the new pickleball court and purchased 4 new gas grills. We also received a special donation from the CBIA of \$11,000. We have a shortfall in revenues this year – may have been due to the Pickleball Fundraiser that was passed through LICA. We added \$5,000 was from the general fund and \$2,500 was from the CBIA gift. It was asked who is sending thankyou letters to Pickleball donors. Sue Sesto from the Pickleball Committee say their group has been sending these out and is almost up to date. Budget for 2025-2026 (see attached) was reviewed. Jono noted new expenses: \$1,500 for snow fencing on Fowlers Beach (the Town will cover \$3,500. A motion was received to approve the budget and seconded. Discussion ensued. A question was asked about reserve funds. Jeff Greene noted that the five years history shows that in '22-'23 there was an uptick across expenses for communications (printing & postage), lawn mowing of the ballfield and Fire and Rescue appreciation costs. We have roughly \$120,000 in reserves and these funds have been placed in interest bearing accounts now and are growing in value. The community garden account number is not accurate and was noted by Jono. He and Penny Murley confirmed the accurate number and this will be updated in the final draft of this budget. tThe vote was held and he budget was unanimously approved.

In the last five years LICA has contributed \$120,000 towards community endeavors.

Jono noted that the Pickleball account is still open and donations are still being accepted.

LICA Sponsored Events

Tiny Murphy Award will be organized by Karen Simmons next year. A handbook on how to run this event was created by Steve Hart and has been handed over to Karen.

Friends of Fowlers work party was announced for Saturday, September 20th to install snow fencing. The Maine DEP permit application for the project was "returned" after a determination by Phoebe Scott of the Bureau of Land Resources at the Maine DEP indicated a permit was unnecessary for storm fencing:

Maine Department of Environmental Protection User,

This notification is to inform you of a status change on your submission of "Land License Pre-Application Meeting Request" (submission **HQC-T3YY-DZ40N**) for Fowler's Beach Long Island Maine. The status has been updated to status "Returned" on 8/1/2025 12:00 AM.

Reason for Status Change: Proposed activity is de minimis. Will follow up with applicant

Please log in here to view more details about your submission or review any correction requests: [MELS](#).

The processor assigned to your submission is Phoebe Scott.

This is an automated notification generated by MELS.

Please do not respond directly to this email. If you have any questions, please get in touch with your project manager directly. Be sure to include the assigned permit number or Submission number in your correspondence. Our help desk phone number is 866-894-2578.

From: "Scott, Phoebe" <Phoebe.Scott@maine.gov>

Subject: Fowler's Beach pre-application request

Date: August 1, 2025 at 8:54:51 AM EDT

To: "cmcduffie1945@gmail.com" <cmcduffie1945@gmail.com>

Hello Christine,

I am reaching out in regards to the pre-application meeting request we received to reinstall snow fencing at Fowler's Beach in Long Island, Maine. Installing an open fence in a sand dune is considered to have minimal impacts and would not require a permit pursuant to 38 M.R.S.A. §480-C(2):

(5) The placement of an open fence in the coastal sand dune system that is used to keep pedestrian traffic off dune vegetation or away from Designated Essential Habitat or significant wildlife habitat areas.

Since a permit is not required for this activity, I am going to cancel the pre-application meeting request. Please feel free to reach out if you have any other questions!

Thank you,

Phoebe Scott (she/her)
Project Manager, Bureau of Land Resources
Maine Department of Environmental
Protection
www.maine.gov/dep

Jane reported that Cyrus Hagge is obtaining quotes for materials and we expect to line the perimeter of the dune on both halves of the beach (1,000 feet). Volunteers with post drivers, heavy hammers and work gloves are called to come at 9am for the work party. The Town Select Board voted to pay \$3,500 towards the cost of materials with the goal of protecting the dune and road.

* **CBL Appreciation Day** (3rd Weds in August * 8/21) Eva Morse organized the event again this year. She reported that Marie Harmon, Kathleen Floyd, Alana Rich, Anne Marie Train, Liz Finegold, Carol Wailoo, Jackie Lunt, Penny Murley and Lou Sesto were especially helpful. She said it would be helpful to have alternative ways to enlist volunteers next year to be sure to maximize participation. Perhaps having a sign up at the library would be useful. Many thanks to all who helped out.

Committee Reports:

* **District Reports:**

District 2- Katharine reports that two clean-ups of debris at Harbor de Grace have been held in the last two years. An old WWII float is falling apart and should be removed. There are a lot of lobster traps. Wish we could get a crusher to help with disposal of these traps. Katharine went to a workshop on shore grasslands and she is concerned about erosion in Harbor de Grace. Jane suggested that the Town's Working Waterfront committee might be helpful in figuring out how to address erosion and debris accumulation.

District 1 – Tim Honey reported that Front Beach has a lot of debris lying on it that has fallen from the bank. Erosion is very dramatic and homes are at risk of collapsing. Front Beach is not designated by the Town as a public beach and this makes it difficult for homeowners to seek public funding to address the erosion. Homeowners are working on requesting that the Town take ownership of the beach and they would like to have LICA's support.

District 4 Lorinda reports that the East End Social Club has been holding Sunset Socials this summer. The next one is on September 6th at 6pm - sunset is 7:07pm at Cleave's Landing. Many thanks to resident Ed Rae who puts together the Combined Schedule and publishes it on the LICA List Serve every new season. The latest one is from September 2-October 13. An acknowledgement to Lou and Sue Sesto for their hard work on the Pickleball Committee. The new court down front is under construction and there may have even been a game or two played on the blacktop already! An announcement that a celebration of life will be held for former LICA President, Dick Murphy on September 27th at the Community Center with a luncheon to follow at the VFW. Lorinda also says we are all sad to hear about the sad loss of Pammy Parker and her husband Randy Parker this summer.

* **Membership:** Karen Simmons – no report. Jeff noted that there was an article in the LICA Newsletter recently from Karen that outlined some suggestions for how to renew your membership and explaining why it is sometimes difficult to discern on checks if donations are for membership or another purpose. Folks are asked to note in the memo line of the check what the funds are for.

* **Property:**

- **Ballfield:** Jono reports that the ice rink liner at the ballfield is going to be disposed of shortly but the boards are being kept for another purpose. The trailer at the entrance of the ballfield belongs to Dicky Clark and is being used to haul debris as part of the vehicle removal program. Jono offered to notify Dicky that this trailer needs to be removed. A commercial range has been left on the ballfield. Jono will ask the owner to remove this. Many thanks to Bill Crone for the excellent work in maintaining the ballfield. The ballfield is being used every weekend for softball games and there are huge crowds coming to watch.

- **Fowlers Beach:** Jane reports that the Maine DEP is allowing us to replace the snow fence without a permit to protect the dunes. The Town will cover the cost of the \$3,500 in materials.

The work party will take place on September 20. Mobi mats will need to be taken up in October to be sure they are not damaged by winter storms. Meredith Sweet made a request to prune the large bayberry bush on the inland side corner of Jerrys Point Road since it obstructs the view of drivers. It was agreed that this work will be done on the work day.

Jane also announced that the Community Resilience Team of the Town applied for a Maine DEP Coastal Sand Dune Restoration and Protection Grant in February and was just awarded the full amount requested - \$80,000 for an engineering assessment, design and permitting for a living shorelines protection plan on Fowlers Beach. \$10,000 is allocated for community outreach to communicate with abutters, stakeholders and all community members about the design options. These funds may help to support part of the salary of the 2026 Resilience Fellow that the Town hopes to hire through GPCOG. Tighe and Bond was selected last winter as the engineering firm after a call for proposals and review of proposals from 4 firms. This study will be an essential step in positioning us to apply for other grants to fund the costs of building a living shoreline solution to restore the dunes. LICA will serve as the grant administrator for this project.

The cable that was sticking up seems to be gone. Someone said they think that Carlene Baron's boys cut it down.

Old Business:

Papkee Picnic location: Chris McDuffie held a survey on the LICA list serve to ask people for feedback on whether they prefer the picnic at Fowlers or at the Community Center. The responses were about equal. People pointed out that it is less work to hold it at the community center, less lifting, lugging and tent raising, etc. Those with mobility challenges find it more comfortable at the community center. On the other hand, a picnic is by definition not held indoors. Children and young families are very drawn to being at the beach with the sandcastle contest being a joyful tradition that brings people out. If we want to encourage the next generation to get involved, we need to hold it at the beach.

Stevie suggested that the porta potty we use for the 4th of July could just be moved to the beach next year instead of hiring two different ones. To improve accessibility, Dave Backman offered to price out four 10'x20' pop up tents that would be easier to assemble and would offer a larger area of shade for people to assemble under along the road.

After much discussion, a motion was made to hold the picnic at the beach going forward, weather permitting, seconded and passed unanimously.

Penny Murley reminded people that there is a wonderful meal at the Community Center to celebrate the Community Garden for the

TD Bank issues: Jono reports that Karen Simmons has been authorized as a check signer and no further problems have arisen with this.

Post Office Box: At the last meeting, it was stated that someone was having mail returned that was addressed to the LICA P.O. Box on the island. Jono explored this and found that we were up to date on our payment for the P.O. box and Karen Simmons has not been finding any stoppage in receiving mail there. Not sure why that problem arose for the individual.

Legacy Website: Dave Backman has paid the \$13 fee to purchase the old domain name and requested to have the old website closed down. Many thanks to Dave for taking care of this.

LICA Booth at Wharf Street Festival: Jane and Karen staffed this table and it is a good way to tell people about LICA and encourage folks to renew their memberships. Karen also had a booth down front at the 4th of July parade. Karen has asked for help in streamlining the membership tracking system. Jane will explore this more with Karen.

Fire and Rescue Appreciation: Michael and Jono will take care of purchasing gift certificates for all the volunteers this fall and mailing thank you cards to them. Janice Avignon suggested that we might want to coordinate the thank you with Evergreen Churches appreciation dinner in September.

New Business:

LICA General Meeting plans:

Motion to hold the 3 summer LICA meetings in person with a zoom option (hybrid) was proposed by Dave Backman. The motion was seconded. Discussion ensued: the meeting dates were discussed for 2026. It was decided to hold them on the 4th Saturday of June, July and August so as not to conflict with the Historical Society meeting schedule. The need for Board Members to be present in person was stated and some noted that it is hard to predict one's schedule 10 or 12 months out. Chris McDuffie suggested that having a program after the Board Meeting might attract people. Others responded that this might make the meeting go too long. It was clarified that at General and Special meetings, 15 members must be present to conduct business. At Board meetings, 6 Board members must be present to conduct business. The objective of holding meetings in person is to encourage connection and real civic engagement.

A new motion was made to hold the 3 summer LICA general meetings in person with a zoom option (hybrid) if equipment is available on the 4th Saturday of June, July and August at 9am, seconded and passed unanimously.

LICA social media presence:

A motion was made by Dave Backman to create a LICA Facebook Page. Discussion ensued. Lorinda reported that all information that is posted on the LICA list serve is posted by her on the

Long Island Facebook Page that she administers. Given the fact that there is a good distribution of information on FB already about LICA and Town activities, Dave withdrew the motion.

Committee to Determine Worthy Projects: Michael proposed the formation of a new committee of the Board to vet requests for funds from LICA. The first order of business will be to determine how to distribute the CBIA funds that remain: \$6,400 (funds have already been allocated to Pickleball, gas grills and the ballfield this year). These funds should be used in alignment with the CBIA mission ("Casco Bay Island Alliance (CBIA) is the sole bay-wide organization focused on enhancing and protecting the quality of island life and island community in Casco Bay. CBIA envisions that the Casco Bay islands will thrive and lead as sustainable communities of natural grandeur, with rich and unique cultures and histories separate from, but interconnected with, their mainland neighbors.") and the LICA mission (To Improve, protect and better Long Island for the benefit of property owners, renters and other residents). Eva Morse agreed to chair this committee for the Board. Patrick Hopman, Ann Lisi and Zoe Spearman offered to join the committee. An announcement about an appeal for proposals could be placed in the October LICA Newsletter and the requests could be reviewed by the Board at a winter meeting.

LICA Archive and Website: A question was raised about where LICA Archives reside. Nancy Noble reports there is an archive at the LI Historical Society. Dave Backman has place 4 years of minutes on the website. Approved minutes could be published in the newsletter or the list serve. Chris especially wants to be sure that the DEP message stating they approve of storm fence on Fowlers is documented. The fire permit can be printed off from the website. The need for a Board Handbook was raised by Eva with how-to's on running routine events and the job descriptions of Board roles. Marty Bruno offered to create this handbook by reaching out to Board members to describe their own roles and compiling these into a handbook. Jeff has a grid with routine tasks and roles delineated. That can be used for the handbook. Jane will send this to Marty.

Fowlers Beach Road Visibility: Meredith Sweet raised a concern that there is parking congestion along the road and there is a huge bayberry bush that is obstructing the view along the road. It was agreed that we will prune this bush to improve visibility along the road at the work party on September 20. Eva Morse asked if she can cut back invasive species on the LICA property that abuts her property. Jane suggests that Eva contact Oceanside Conservation Trust before cutting things back on the LICA property. John Lortie is on the Board of Oceanside and would be a good resource.

Elections:

Catlin Byers presented the slate with clarifications from Jeff Greene from the bylaws that all of the At Large members of the Board are up for election this year:

President: Jane Oldfield-Spearman

Recording Secretary: Zoë Spearman

Past President: Michael Houlihan

District 3 Representative: David Backman

At Large Members:

Brad Brown

Eva Morse

Dawn-Marie Hutchinson

Jeffrey Greene

Jack Sullivan

A motion was made and seconded to approve the slate. The motion was passed unanimously.

Jane presented a gift and card to Michael to thank him for his work as President.

Good & Welfare of LICA:

Michael reminded folks about the LICA Annual Social – Tonight, 4p to 7p at Jono Morini's cottage on Appletree Lane. Bring an appetizer or dessert dish.

Jeff said words of appreciation to honor Dick Murphy who recently passed away. Dick was the LICA President for 8 years and was a huge contributor to the Island Community.

Michael said it has been his honor to serve as President and is happy to raise a glass to LICA tonight at the Morini homestead.

Future Meetings:

June 27, 2026

July 25, 2026

August 29, 2026 – Annual Meeting

Meeting adjourned at 10:50 am

Minutes submitted by Jane Oldfield-Spearman

