

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

November 28, 2022

In addition to these typed minutes, video recording of all Selectmen's meetings are available to be viewed at BRCTV and audio recordings are available at the Boothbay Harbor Town Office.

ATTENDING: Michael Tomko - Chair
Tricia Warren – Vice Chair
Alysa Allen
Denise Griffin
Kenneth Rayle

Julia Latter, Town Manager

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:00 p.m.

Pledge of Allegiance: The Board of Selectmen and members of the audience.

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. Regarding the decision made at the last meeting for the LED Lights Conversion Project, Real Term Energy is putting together a team to work on the project with the town. Due to time constraints and numerous meetings with the board Latter asked if they would be interested in having a couple of members present versus all five. Chair Tomko and Selectperson Rayle offered to be the two members.
2. With the LED light conversion Latter asked the board their opinion on a locations for EV chargers. She mentioned Howard Street and Barrett's Park. Mark Carter from Real Term Energy did agree the two locations would be a good idea. She also asked the board for their opinion on offering this as a free service. Board members liked the locations, but didn't believe we should offer it as a free service.
3. An ad has been placed for board vacancies. A couple of applications have come in, which Latter will share with the board and ask for appointment at an upcoming meeting. Positions still available include:
 - a. The Board of Appeals has one regular member and two alternate member vacant positions available. The Board hears administrative appeals of Code Enforcement Officer decisions, hears variance requests from dimensional standards, and provides interpretive guidance for applicants, the Code Office, or the Planning Board. The Board consists of five regular members and two alternate members and meets on an as-needed basis.
 - b. The Budget Committee has one position available and meets between December and March, in preparation for the annual budget to be presented at the annual town meeting. There are five members on this committee.
 - c. The Planning Board has one position available and meets monthly on the 2nd Wednesday of each month. This board consists of five regular members and two alternates.
 - d. The Port Committee has two alternate positions available. The committee meets on the 1st Tuesday of each month at 7:00 p.m. This committee advises on the management of our harbor activities.
4. Ads are still up for police officers, a police chief, and public works. A couple of applications have come in for public works and Latter will be setting up interviews. Applications are available at the Town Office or on our website at www.boothbayharbor.org.

5. Nick, Kathleen, and Julia have been working on the ARPA funding projects. They have been putting together RFPs for projects over \$10,000 such as the HVAC system, restrooms on Howard Street, and windows.
6. The Lincoln County Regional Planning Commission is scheduled for a workshop on December 12th. With some of the board members not being available and other scheduled meetings the board decided to postpone the workshop until January.
7. The board decided to cancel the regularly scheduled meeting for December 26th due to the Christmas Holiday and only have one meeting in December.
8. The Boothbay/Boothbay Harbor Board of Selectmen workshop with the school board regarding the School Charter will be held on Monday, December 12th.
9. Latter asked if it was ok with the board to have Gartley and Dorskey do a structural assessment on the fish pier. The funds would come out of the fish pier account. The board agreed this would be a good idea.
10. A reminder that the LD290 Tax Stabilization paperwork is due by December 1st.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: NONE

FINANCIALS: Overview of financials given by Manager, Julia Latter for Finance Officer, Kathleen Pearce.

MINUTES: Approval of November 14, 2022, minutes, Approved 4-0. (Selectperson Griffin was absent from the meeting).

LICENSES:

1. A motion was made to approve Victualer's License – A new license for Flagship Inn/Anchor Restaurant, 200 Townsend Avenue (Class H). Approved 5-0.
2. A motion was made to approve Special Amusement License – A renewal license for Boothbay Harbor Yacht Club, 156 Western Avenue. Approved 5-0.

NEW BUSINESS:

1. Simon Thorne, Senior Manager for Government Affairs with Fidium/Consolated Communications gave a presentation on broadband opportunities. Some points of interest included a region-wide build, no installation cost, no contracts, no requirements for residents to take the service, no minimum subscribers needed to build the network, no equipment cost, town contribution not mandatory but favorable to grant, and consolidated writes the grant application as well as the annual reporting for 5 years.
2. A motion was made to adopt the Maine Municipal Association's new (October 1, 2022-September 30, 2023, "General Assistance Ordinance". The motion was seconded and unanimously approved. Approved 5-0.
3. Town Manager Latter presented a purchase order to purchase a new truck for the Public Works Department. A motion was made to approve the Purchase Order in the amount of \$159,924.00 for a 2022 International CV515 Turn Key Package as an emergency expenditure for the purpose of replacing a 2005 International 7400 with funds allocated from the Undesignated Fund Balance in the amount of \$74,127.40 and to appropriate \$85,796.30 from the budgeted reserve funds for this capital expense purpose. The Board of Selectmen will plan to restore the Undesignated Fund Balance with revenues exceeding budget in auto excise collections. The motion was seconded and unanimously approved. Approved 5-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Last Monday Carmen Bombeke from Gartley and Dorskey and Latter attended an onsite pre-bid, non-mandatory meeting. Six contractors attended to ask questions.
2. Public Health and Safety – NONE

PUBLIC FORUM:

1. Boothbay Harbor resident Tom Minerich gave his opinion on the presentation regarding broadband. He feels it is unfair giving someone an opportunity over others because they have federal funds. He feels we should look into other opportunities as well. Latter agreed to look into seeing if other vendors are interested in giving a presentation.
2. Boothbay Harbor resident Allison Evans asked if there had been any discussion made with Boothbay regarding the presentation last meeting from Nelle Tharpe and the Offshore Wind Community Benefits Group. Latter said she will look into it.
3. Chairman Tomko asked about the status of the Letter of Support for the Boothbay Region Community Benefits Group and Latter said she had given it to them the day after the meeting.
4. Vice Chair Warren reminded the board that a meeting should be set up with Planning Board Chair, Tom Churchill regarding ordinance changes.

WARRANTS: A motion was made to approve the warrants upon review. The motion was seconded and unanimously approved. Approved 5-0.

EXECUTIVE SESSION:

1. An executive session was held under MRSA Title 1, Chapter 13, §405 6 (C), Discussion on Real Property. The board came out of the executive session at 8:49 p.m. under MRSA Title 1, Chapter 13, §405 6 (C), No decisions were made, and no votes were taken.
2. An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. The board came out of the executive session at 9:50 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made, and no votes were taken.

MOVE TO ADJOURN: The meeting was adjourned at 9:51 p.m. after unanimous approval. Approved 5-0.